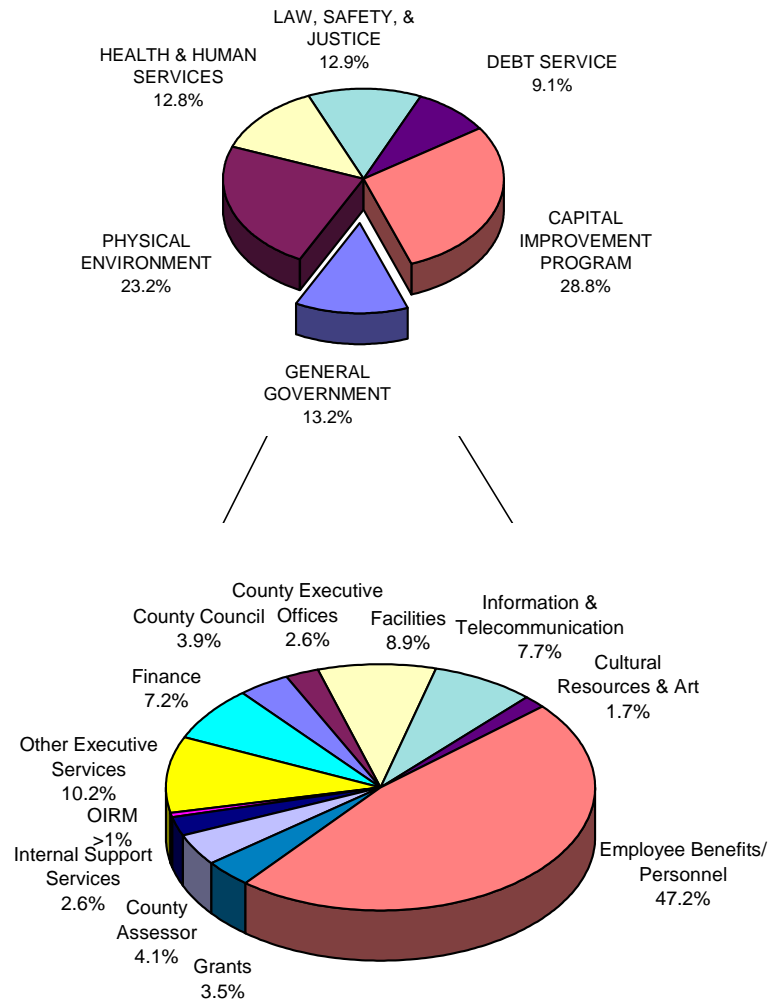


General Government

General Government \$431 Million



Organization of the Pie Chart: The following agencies were combined to make the pie chart more readable.

Employee Benefits/Personnel: Human Resource Management, Safety & Claims Management, and Employee Benefits.

County Executive Offices: County Executive, Office of the Executive, OMB, and BRED

County Council: Board of Appeals, Council Administrator, County Auditor, County Council, Ombudsman/Tax Advisor, and Hearing Examiner, King County Television

Cultural Resources & Art: Cultural Development Fund

Internal Support: Boundary Review Board, Executive Contingency, Internal Support, Salary & Wage Contingency, and State Examiner

Information & Telecommunication: Data Processing, Telecommunications, Printing & Graphic Arts, Cable Communications and I-NET.

Other Executive Services: Executive Administration, Records, Elections & Licensing Services, Recorder's O&M, and Insurance.

Source: Program Plan Summary Page (Found at the end of the section).

P R O G R A M E X P L A N A T I O N S

INTRODUCTION

The General Government program area comprises the major administrative and central support services for King County government. There are a wide variety of agencies represented in this program area. These agencies can be divided into four main categories:

- elected officials (for example, the County Council, County Executive, and Assessor);
- central service agencies that provide a service to other County agencies;
- direct public service agencies; and
- miscellaneous agencies and central reserves.

Approximately 72.1 percent of the General Government budget is located within internal service funds. Internal Service funds bill other County departments for their services. A sizeable portion of the total General Government budget (approximately 22 percent) is located in the Current Expense Fund. Lesser amounts are budgeted in special revenue funds and enterprise funds.

In total, the 2005 Budget for General Government is increasing by \$1.5 million or less than one percent above the level of the 2004 Adopted Budget. The areas of growth are largely in non-Current Expense funds that receive their funding from a variety of internal and external sources. The agencies with significant increases include Human Resources Management, Safety and Workers' Compensation, I-NET, ITS Technology Services and the Office of Information Resources Management.

Highlights of the General Government program area such as significant program changes, investments in technology and central rate changes are described below.

Significant Program Changes

The 2005 Budget for General Government continues to focus on containing costs without compromising the effectiveness or efficiency of service delivery in internal and direct service agencies. In order to address the on-going structural deficit in the Current Expense fund and revenue declines in other County funds which have been exacerbated by a weak local economy, General Government agencies have continued to reprioritize resources, make targeted reductions and identify additional revenue sources.

In 2005 General Government will make major strides in implementing strategies and initiatives set forth in the Executive's Budget Advisory Taskforce and Healthcare Advisory Taskforce to:

- Simplify, unify and streamline management practices;
- Place a high priority on investments in central technology systems;
- Develop an integrated and collaborative approach to improving health and health care and control cost increases.

Some of the significant program initiatives in General Government include the following:

- The Human Resources Division Employee Benefits Section within the Department of Executive Services Employee Benefits Division will continue the collaborative effort

between management and labor unions begun in 2004. The expected outcomes of the collaboration are to develop a health care benefits program that balances employee well-being and quality health care with affordability, for both employees and the county. Options for improving employee health and using the power of informed consumerism to drive quality and value in the health care market will be explored. Benefit initiatives to be implemented in 2005 may include a nurse helpline, disease management programs and case management programs. New health benefit plans will be negotiated, for implementation in 2007.

- Accountable Business Transformation – The 2005 Budget for Accountable Business Transformation of the County’s Enterprise Financial, Human Resource, and Budget Management System invests \$4 million in 2005 toward:
 - Aligning human resources and payroll practices countywide;
 - Resolution of major business roadblocks;
 - Planning for budget business model selection;
 - Beginning the migration to bi-weekly payroll on PeopleSoft and Oracle Financials with straddle agencies.
- The Finance Division and Business Operations Division will continue implementation of initiatives to ensure payroll systems business continuity, standardization of payroll business practices countywide, and strengthening of the data integrity in the existing county payroll systems.
- The Facilities Management Division will continue execution of the New County Office Building Project which will create savings by moving staff from leased office space to county-owned space. The division will also complete acquisition and implementation of a new real estate portfolio management system to allow for a cohesive program of stewardship, surplus real estate sales, and entrepreneurial initiatives designed to generate revenue or reduce County expenses.
- The Office of Management and Budget will continue the Annexation Public Outreach initiative in order to spur annexations and incorporations of urban unincorporated areas in the county. (See further discussion in the section titled “Annexation Initiative and 2005 Proposed Regional and Local Unincorporated King County Budget.”)

Investment in Information Technology

Within General Government agencies, the 2005 funding for Information Technology (IT) project spending is \$20 million. Approximately \$15.8 million is for new initiatives that will invest in technology that meets legal mandates and requirements; improves public safety; generates savings or avoids future costs; enhances productivity; or improves public access. Approximately \$2.9 million of the General Government request is to continue existing projects which include major initiatives such as Law, Safety and Justice Integration, Information Security & Privacy, and the IT Project Management initiative. Technology equipment replacement within General Government agencies makes up \$1.2 million of the technology spending. Included within General Government are information technology projects that address the requirements of specific departments as well as projects which address countywide information technology requirements. The countywide projects are managed by the Office of Information Resource Management (OIRM).

GENERAL GOVERNMENT PROGRAM PLAN

Investments in technology within General Government will be made in the following areas:

Agency	Project Name	Expenditures
Assessor	Property Based System Replacement Project	501,237
DES Admin	Accountable Business Transformation	3,973,663
DES Admin	DES PC Equipment Replacement	462,600
DES Enhanced-911	E-911 Database System Upgrade	456,720
DES Enhanced-911	E-911 GPS Location of Addresses	1,240,675
DES Enhanced-911	E-911 Phase II Accuracy Testing	263,360
DES Facilities	Real Estate Portfolio Management	125,200
DES Finance	PSERS Project	368,925
DES Finance	Personal Property Tax Web Application	39,732
DES Finance	Benefit Health Information Project	3,883,162
DES I-NET	I-NET Equipment Replacement	185,000
DES ITS	Desktop and Departmental Server Optimization	79,380
DES ITS	Inter-Departmental Collaboration Tools	109,799
DES ITS	Web Content Management System	232,799
DES ITS	Deployment of Wireless Networking	106,432
DES REALS	HAVA Compliance - Accessible Voting	4,439,500
DES-ITS	ITS Equipment Replacement - Infrastructure	636,128
OIRM	Countywide Strategic Technology Plan - 2006 to 2008	75,000
OIRM	IT Project Management	85,000
OIRM	Law, Safety, & Justice Integration	2,218,715
OIRM	Information Security and Privacy	503,940
Total		19,986,967

Countywide Information Technology Initiatives

The Countywide IT projects included in the 2005 budget continue to address the necessary investments to manage the risk related to security vulnerabilities and to improve the county's capability to plan and implement IT initiatives successfully.

Law, Safety, and Justice Integration - This budget adds funding to the existing project, consistent with the strategy and approach endorsed by the council in November, 2002. The project facilitates the sharing of data between agencies that comprise the criminal justice process. The expected outcomes are to reduce redundant data entry; reduce redundant data management functions and to improve access to information by decision makers during the criminal justice process.

Information Security & Privacy Program - In 2005 the program's work will continue to build the foundation for agencies to fully manage their information security and privacy, and to become more proactive in their approach through a risk management process. The goal is to have information security and privacy permeate every aspect of information technology including its use, its support, its development, its policies, and its governance.

IT Project Management - This project will develop and implement a policy framework, a certification program and a standard methodology to support the management of the County's IT programs and projects. The project will assess current county practices and review successful programs other governments have developed in order to take the best of what exists. It will also create a customized and comprehensive methodology for the County, and provide training for county IT project managers and IT governance participants.

Update Countywide Strategic Technology Plan - This project will update the Countywide Strategic Technology Plan, providing a revised plan for the period from 2006 to 2008. This update will include a vision, goals, guiding principles, and strategies for managing and improving IT countywide and will provide guidance for future investments in information technology.

Department - Information Technology Initiatives

Department of Assessments

- **Property Based System Replacement Project**

The County currently uses a 25 year old legacy system called the Property Based System, or PBS, for assessing property, calculating levy rates and collecting taxes. PBS is a complex and cumbersome array of 400 application programs that have evolved since the 1970's. The project will review the shortcomings of the legacy system, explore a range of system replacement options, and recommend a preferred solution based on a quantifiable business case. An oversight project team with representatives from the Assessor, Treasury and Information Technology Services will review and approve the project deliverables.

Department of Executive Services - Administration

- **Personal Computer Equipment Replacement Fund**

The Department of Executive Services (DES) has developed a model personal computer equipment replacement plan. The Proposed Budget establishes a new internal service fund for DES department-wide personal computer (PC) equipment purchases. Funding provides startup of the fund, and the plan will in succeeding years, allow for systematic PC replacement on a standard cycle, with predictable funding requirements.

- **Accountable Business Transformation Initiative**

The Executive recommendation for Accountable Business Transformation (ABT) includes a careful and considered proposal for a phased implementation strategy. It allows the county to focus its attention and resources on fewer projects at the beginning, with each project building upon accomplishments of the previous phase as the program progresses. The initial action plan tasks and expected accomplishments will greatly improve the county's current business model.

Four major initial activity areas are identified:

- Aligning human resources and payroll practices countywide;
- Resolution of major business roadblocks;
- Planning for budget business model selection;
- Beginning the migration to bi-weekly payroll on PeopleSoft and Oracle Financials with straddle agencies.

Department of Executive Services – Emergency Management

- **E-911 Database System Upgrade**

The E-911 Automatic Location Identification (ALI) Database system provides for the display of a 911 caller's name, telephone number, and location information at Public Safety Answering Points (PSAPs) along with 911 calls. Currently, the ALI Database system operates at a very low speed, and with increasing call volume, is slowing the ability of call takers to process 911 calls. This project will upgrade the existing E-911 ALI Database system, and will be ordered as a service from Qwest.

- **E-911 Geographic Position System (GPS) Location of Addresses**

Currently, 46 percent of 911 calls are made from wireless phones, and this percentage increases each year. In addition, many people are giving up their traditional wired phones and use only a wireless phone. Currently, caller locations are identified as a latitude and longitude location with no association between the caller's location and an actual street address. It is becoming critical to associate caller locations with individual addresses to facilitate timely emergency response. In order to accomplish address association in the mapping system, the addresses throughout King County must be GPS located. This will allow the call takers at the PSAPs to more quickly identify the location of a 911 caller, and will allow for the dispatch of police and fire responders to a specific address rather than a general area.

- **E-911 Phase II Accuracy Testing**

The Federal Communications Commission (FCC) requires wireless carriers to provide latitude and longitude locations of wireless 911 callers to the PSAPs. The FCC has also specified location accuracy requirements for network and GPS-handset location technologies. King County has implemented Phase II location service with the seven wireless carriers in the county, yet the carriers have not been willing to share information on the accuracy of the locations they are providing. It is difficult for the PSAPs to determine the location of a caller when the precision of the latitude and longitude location provided by the wireless carrier is not known. The project will measure the accuracy of

the locations provided by the wireless carriers by comparing those locations to actual caller locations on test calls, and will allow the E-911 Program Office to provide the accuracy information to the PSAPs. The project will also provide information to the County about the ability of each carrier to meet FCC accuracy requirements.

Department of Executive Services – Facilities Management

- **Real Estate Portfolio Management**

The Real Estate Portfolio Management Project continues the implementation of a project initiated in 2004. The Real Estate Portfolio Management system will be a software database enabling real estate professional staff in several County departments to record and track County real property assets. This will provide the information base for asset management, for analysis and decision making for asset retention or disposition, and for analysis of asset valuation, marketability, and full life cycle costs.

Department of Executive Services – Finance and Business Operations

- **Benefit Health Information Project (BHIP)**

The Executive's Healthcare Taskforce has recommended health care and benefit plan strategies that will require technical tools not currently in use at the county, to better manage and contain health care costs. The new benefit plans likely to be offered by the county will provide multiple choices and may be too complex to be able to enroll and administer using a paper process. This project will develop the technical and business processes to support open enrollment and implementation of new Benefit plans in 2007. The project will be managed internally and will have technical, business and training phases. Other expected outcomes include:

- Meet the long range strategic plan to initiate an employee self-service philosophy;
- Develop the technology to support the tactical program requirements of providing employees with the tools needed to manage their health care information and help them invest their health care dollars wisely;
- Health Benefits will be the first program to take advantage of the self-service technology supporting the county's long-range plans.

- **Personal Property Tax Web Application**

This project will provide taxpayers with online access to their personal property tax information, as well as access to an online payment method. There are 70 thousand personal property tax accounts across the County. About 56 thousand accounts apply to businesses and the remaining 14 thousand are associated with mobile homes on leased land. The project will create an online lookup and payment application for all of these accounts. The project is an extension of the web application designed for the real property tax system and a related 2004 online payment application called eTax.

- **Public Safety Employee Retirement System (PSERS) Implementation**

This project will implement technology and business processes to implement a new Washington State Department of Retirement Systems retirement plan for public safety employees, PSERS.

Department of Executive Services – Information & Telecommunication Services

- **Inter-Departmental Collaboration Tools**

King County enterprise-level administrative processes rely on a variety of unconnected forms and systems requiring greater levels of effort to produce consistent, accurate results than would more automated processes. Inter-departmental collaboration tools will:

- Allow sharing of documents on the intranet with searchable content and check-in and check-out features;
- Allow posting announcements and update intranet content without relying on web developers;
- Will control access to web content with user and group permissions.

- **Desktop and Departmental Server Optimization (DDSO)**

This project will create a departmental plan to standardize the desktop and servers, create a migration and upgrade plan in conformity with the Departmental Equipment Replacement Plan, and introduce common desktop and server management practices. Consolidation of print and file servers will be analyzed and pursued where feasible. As part of the optimization, ITS will propose standards through the department's IT governance process and apply those standards and products to DES' desktops and servers.

- **Web Content Management System (WCMS)**

Over the past eight years, the King County Web sites have transitioned from supplementary communication channels to mission-critical tools for information distribution and service delivery. To meet the growing demand for Web-based services and content, agencies have made substantial investments in increasingly valuable business content through the use of in-house developers and consultants. It is estimated that approximately 50 King County employees publish content to 35 thousand County internet pages. Despite this investment, publishing content remains essentially a manual process, navigation and design produce patchwork results, enforcement of policy is impractical and content cannot be managed to ensure alignment with the enterprise mission, goals and business plans.

- **Wireless Networking**

This project will create the technical, operational and administrative infrastructure to support wireless access to the County wide area network for employees. This will facilitate access to the network where wired access is not practical. An additional need addressed by this project will be the capacity for the public to have wireless access to the Internet at the locations access points are installed. This capacity will be secure from KC WAN. The actual access sites will be funded and installed through normal operational processes.

Wireless access will allow KC employees the ability to access KC WAN in meeting rooms, alternative sites (such as parks), and emergency locations without regard for the number of wired ports available. Wireless connectivity is significantly less expensive than wired in venues such as these. This project will lead to wireless permanent work stations, and secure wireless bridging of sites.

Department of Executive Services – Records, Elections & Licensing Services

- **Accessible Voting Project**

This project will address the need to provide equal access to private and independent voting for persons with a variety of disabilities through the implementation of disability accessible voting devices at each polling place as required per provisions in the 2002 Help America Vote Act (HAVA). The benefits of accessible devices extend beyond the disabled community by allowing for alternative language formats for language minority groups as required by Sec. 203 of the Voting Rights Act, as well as audio capabilities for individuals with limited reading skills. Of equal importance is assuring public confidence in these voting devices, including method of voter verification and the ability to conduct recounts.

Central Rate Changes

Several of the General Government agencies are Internal Service Funds that recover the costs of their operations by charging other County funds. A concerted effort was made to hold down the costs of these central services in the current budget as well as in future years. Strategies employed by the Internal Service agencies include: reductions in administrative and direct service costs; realignment of current budgeted resources; rebate of accumulated fund balance; and prudent investments in technology and operating initiatives that will strengthen current business practices and improve efficiency. In some cases though, service costs are driven by outside market forces that are unavoidable. Significant increases are included for Safety and Worker's Compensation, ITS Technology Services and Retirement Rates.

The following is a brief summary of the major internal service rates and other centrally charged overhead rates.

- ITS Technology Services – Technology Services is responsible for network services, general Web services, and messaging services for all county agencies. This fund also provides optional services such as business application development and support, mainframe, server and data base maintenance, backup services, and server storage. The cost to operate and maintain enterprise infrastructure (e.g. KC WAN and Web) is allocated to agencies based on the number of agencies FTEs. Messaging costs are allocated based on the number of mailboxes agencies use. Optional services are charged according to service level agreements (SLAs) between ITS and the agencies. The 2005 rate increase of 5 percent is used to cover general increases in labor costs and to cover additional staffing needs in network services and security. Increasing agency use of automation has created higher demand for network reliability, scalability, enhancement, maintenance, and security driving a need to increase staffing levels. Demands for increased network capacity are likely to continue. It is estimated that network demand will increase by 50 percent through 2006 for agencies like King County.
- ITS Radio Services –Radio Communication Services (RCS) serves not only County agencies, but also organizations in other jurisdictions. Rates are set to recover the operation and infrastructure maintenance costs of the county's 800 MHz radio system and the cost associated with servicing and replacing radios used by agencies. The rates increased by \$24 thousand, or less than one percent from 2004, to cover an overall increase in operating costs and a partial true-up in the equipment replacement reserve.

GENERAL GOVERNMENT PROGRAM PLAN

- DES Facilities Management Operations and Maintenance (O&M) charge reflects the costs of the County General Government buildings operated by the Division. The charges are assessed on a per square foot basis, and each building has a unique rate. The 2005 rates increased by \$1.5 million from the 2004 adopted amount. In addition to the impact of normal salary and operating cost increases, the rate increase is the result of a multi-year plan to increase the Division's internal service fund balance in order to meet desired fiscal targets.
- Flex Benefits – The County has a flexible benefit package which offers employees several options for coverage and providers. All of the benefit costs are accounted for in the Employee Benefits Fund, which then recovers its costs through a single standard monthly rate charged to agencies for each eligible employee. The standard rate charged in 2004 was \$951 per employee per month. The standard rate for the 2005 Council Adopted budget is \$935 per employee per month. This decrease is attributed to lower than expected claims in 2004, continued savings realized by the benefits plan restructuring, and a moderation in the underlying medical and prescription drug trend anticipated over the next several years.
- Safety & Claims Management -- The cost of Workers Compensation, including medical payments, time loss wages, disability benefits, excess insurance premiums and state fees, are billed out to agencies through a rate based on the number of projected hours worked by employees. The overall 2005 Budget MSA rate for Workers Compensation increased 18 percent from 2004 rates. The most significant increase was in the Police (LEOFF II) category. The overall rate increase is due mostly to higher medical costs, time loss wages, and state fees. Additionally, the rates for Transit and Water Treatment Division (WTD) were adjusted in order to be more consistent with the established rate methodology and to reflect the actual 1999 through 2003 WTD claim costs.
- Risk Management – The cost of insurance services, both premiums on insurance policies and actual claims costs, are billed back to the affected agencies by the Insurance Internal Service fund. For the 2005 Budget, this rate has increased \$1 million or 4.2 percent, from the 2004 Adopted Budget.
- Current Expense (CX) Overhead – The costs of several CX agencies that provide services countywide are recovered from non-CX agencies through the Current Expense Overhead Plan. The Current Expense agencies or services included in this plan are the Council agencies, Executive Offices, Office of Management and Budget, Business Relations & Economic Development, Human Resources, Emergency Management, Department of Executive Services (DES) Administration, State Auditor, bus pass subsidy, building occupancy charges, mail services, asset management services, and records management services. The 2005 CX overhead plan grew by \$1.3 million or 2 percent. However as CX agencies continue to face constraints on growth, the proportionate share of costs allocated to non-CX agencies will continue to increase in comparison to the non-recovered portion of CX overhead costs. In 2005, the non-CX portion of the total cost pool grew by \$1.4 million or 5 percent while the CX portion decreased by \$100 thousand or less than one percent.
- Countywide Technology Projects Charge – A new OIRM CIP rate was established in 2004 to fund OIRM CIP. This rate provides for the allocation of costs to Non-CX agencies for OIRM managed countywide information technology projects in 2004. This rate was developed and allocated based on FTEs in the various appropriation units. The

GENERAL GOVERNMENT PROGRAM PLAN

total amount allocated through this rate in 2004 was \$2.4 million. The 2005 allocated amount is reduced to \$447 thousand, and reflects the additional non-CX funds required to continue existing countywide projects in 2005.

- ITS Telecommunications – The overhead rate charged by ITS Telecommunications covers the cost to manage and monitor the operations of the county’s telecommunications environment including the impact of moves, changes, establishment of new facilities, monitoring of vendor contracts and payments, and other support services as required. The direct charges rates represent the actual vendor charges. The overhead rates are allocated based on the number of agencies phone lines, while the direct charges are estimated using the combination of number of phone lines and actual vendor charges from prior years. The 5 percent rate increase in Telecom overhead charge is to cover an increase in labor cost, general line cost, and to true-up the equipment replacement reserve.
- Financial Services – Financial services cover a broad array of activities including accounts payable, accounts receivable, payroll processing, benefits and retirement services, financial system operations, financial reporting, procurement, treasury functions, and contracts and construction support. The Treasury Division passes on its costs to the Current Expense fund and other County funds that levy property taxes. The Finance and Business Operations Division uses a rate methodology that includes 23 separate direct service cost pools. In total, Finance rate charges have increased 3.0 percent compared to the 2004 Adopted Budget level. A component of the rate stabilization is a rebate of fund balance of \$447 thousand.
- Limited Tax General Obligation (LTGO) Debt Insurance - King County issues LTGO bonds on behalf of many of the non-Current Expense funds. The “full faith and credit of the County” secure these bonds, which means that the County pledges to levy property taxes sufficient to provide the revenue necessary for the repayment of bonds. This assurance to bond holders, combined with the County’s high bond rating results in lower interest rates charged to the non-current expense funds. Lower interest rates result from the Current Expense fund’s acceptance of a certain level of risk. This involves the assumption that in the event that the non-Current Expense revenue stream (whether or not specifically pledged) is inadequate, it will be “underwritten” or covered by the Current Expense fund. The 2005 adopted budget includes charges reflecting the estimated interest rate benefit of 0.25 percent. The charge calculated on remaining principal balance of new and existing debt is 0.125 percent, or half of the benefit, provided that the resulting charge is greater than \$10,000. The total adopted charge assessed to the following agencies is \$701,868: Wastewater, \$435,113; Transit, \$215,094; Solid Waste, \$30,886; and Surface Water Management, \$20,775. The total increased from the 2004 amount due to a bond issued in support of the Transit capital program.
- Long-term Leases - Long-term lease rates are driven by market rates. These rates have been moderated by the high vacancy rates that currently exist in the region’s commercial real estate market. Long-term lease rates increased by \$698 thousand, or 3.4 percent as compared to the 2004 Adopted Budget level.
- PERS and LEOFF Retirement Rate – In 2004, the State Legislature enacted retirement rates which are in effect through June 2005. The 2005 Budget reflects an employer contribution rate of 3.31 percent for PERS and an employer contribution rate of 3.25 percent for LEOFF 2, based on projected mid year increases for PERS and LEOFF. These rates are higher than the rates in the 2004 Adopted Budget by \$14 million, which

GENERAL GOVERNMENT PROGRAM PLAN

represents more than doubling of the rate from the historic low level of the past year. The actual mid year increases will not be known until the State Legislature adopts the State budget for the next biennium. Additional reserves for a potential further increase in PERS rates related to implementation of gainsharing are reserved in the major fund financial plans.

Assessments

ASSESSMENTS

Mission

Assessments

We are fully committed to serving the citizens of King County by providing fair, equitable and understandable property valuations, forming the basis for the funding of public services.

ISSUES AND PRIORITIES

The Department of Assessments is presided over by the Office of the Assessor, a separately elected countywide official. The primary focus of the Assessor's budget is to continue to provide the services necessary for the maintenance and certification of fair and equitable county assessment roles.

The Department is organized into six sections:

- Administration – This section includes the Public Information Unit and Administrative Services;
- Chief Appraiser – This unit comprises the Chief Appraiser who oversees all appraisal related issues and the Appeals unit, which is responsible for processing all appeals filed by or on behalf of taxpayers;
- Accounting – This section includes mapping, abstracts, exemptions, levy administration, and accounting support;
- Information Services – This section is the Department's Systems Development Group;
- Residential Appraisal – Includes the Department's residential appraisal and new construction functions;
- Commercial/Business Appraisal – Includes the personal property commercial appraisal and new construction functions.

The Assessor is responsible for tracking over 650 thousand residential and commercial parcels in King County and more than 90 thousand personal properties. New construction, the annual reevaluation of each parcel, and the physical inspection of one-sixth of the parcels each year create a significant demand for resources. Demand has increased dramatically since 1995 when parcel revaluations were converted to an annual revaluation cycle. To meet the escalating workloads, the Department has invested in new technology programs as an alternative to hiring additional staff. Today, technology continues to diminish the need for additional staff by creating efficiencies. An example is the development of the eReal Property system, which provides internet web based access to the Property Information System, providing better access to data, and freeing up personnel so additional resources can be allocated to the appraisal function.

Included in the 2005 Budget is a mutually sponsored information technology project by Assessments, the Finance and Business Operations Division and the Information Technology System Division. The Property Based System Replacement Project will replace the present 25 year old information system that the County relies on to assess property, calculate levy rates and collect taxes. Investment in a new system will ensure that the critical property tax functions remain reliable, timely, accurate and efficient for the tax payers, the County, and the 100 local governments that the County serves. The 2005 Budget funds the first phase of the

GENERAL GOVERNMENT PROGRAM PLAN

project, which is to complete a business case and an analysis of the sponsoring agencies' databases which are interdependent but currently are not well integrated.

GENERAL GOVERNMENT PROGRAM PLAN

Assessments 0010/0670

Code/Item #	Description	0670	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>16,898,902</i>	<i>229.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>1,195,829</i>	<i>0.00</i>	<i>0.00</i>
GG		Status Quo Budget	18,094,731	229.00	0.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Administrative Service Reductions					
AS02	Revenue in lieu of target reduction - \$72,122		0	0.00	0.00
AS01	Target Reduction Contra \$250,000		(250,000)	0.00	0.00
			(250,000)	0.00	0.00
Technical Adjustment					
TA50	Revenue Adjustment		0	0.00	0.00
			0	0.00	0.00
Central Rate Adjustments					
CR10	Office of Information Resource Management Charge		7,007	0.00	0.00
CR08	Technology Services Infrastructure Charge		(1,590)	0.00	0.00
CR09	Geographic Information Systems Charge		(1,760)	0.00	0.00
CR01	Flexible Benefits Charge		(87,936)	0.00	0.00
CR11	Telecommunications Services		10,795	0.00	0.00
CR12	Telecommunications Overhead		5,230	0.00	0.00
CR13	Motor Pool Usage Charge		(1,933)	0.00	0.00
CR14	Facilities Management Space Charge		(1,888)	0.00	0.00
CR35	1.25% Underexpenditure Contra		(5,150)	0.00	0.00
CR39	COLA Adjustment		(9,219)	0.00	0.00
CR25	Financial Services Charge		16,349	0.00	0.00
CR07	Technology Services Operations & Maintenance Charge		50,432	0.00	0.00
			(19,663)	0.00	0.00
		2005 Adopted Budget	17,825,068	229.00	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

PROGRAM HIGHLIGHTS

The 2005 Budget for the Department of Assessments is \$17, 825,068 and includes funding for 229.0 FTEs. The Assessments budget was subject to \$250,000 in reductions in 2005.

Administrative Service Reduction

Revenue in Lieu of Reduction – \$72,122. The Assessor has raised the charge for copying Plat Maps from \$1.50 to \$10.00. The last time this fee was raised was in 1986. The Department has completed an analysis of costs and has determined that the charge reflects the cost of providing the copies.

Target Reduction Contra – (\$250,000). In lieu of a specific administrative service reduction, the Assessor will evaluate and implement management and resource allocation strategies in order to meet this underexpenditure.

Technical Adjustments

Central Rate Adjustments – (\$19,663). A net reduction in central rates is reflected in the 2005 proposed budget. Significant reductions occurred in the Flexible Benefit Charge. As well, significant increases occurred in the Technology Services Operations & Maintenance Charge, the Financial Services Charge and the Telecommunications Services Charge.

COUNCIL ADOPTED BUDGET

Council made no changes to the 2005 Executive Proposed Budget.

Council Agencies

COUNCIL AGENCIES

Mission

Council Agencies

The thirteen-member elected Metropolitan County Council is the policy determining body of the County and exercises all legislative powers authorized under the King County Charter, including adoption and enactment of ordinances, levy of taxes, appropriation of funds, establishment of compensation levels for County employees, and organization of administrative offices and executive departments.

ISSUES AND PRIORITIES

In addition to its legislative duties, the Metropolitan King County Council has six separate sections that perform daily functions. These functions include the Council Administrator, Clerk of the Council, Hearing Examiner, County Auditor, Ombudsman-Tax Advisor, Board of Appeals/Equalization and King County Television.

The Council Administrator provides general support to the Council through administration of the legislative branch budget and general oversight of legislative offices. Within this section are the Council's central staff who

analyze proposed legislation, handle legal and policy issues, and conduct long-term special studies.

The Clerk of the Council is responsible for processing legislation and other official County records, including preparation of Council agendas.

The Hearing Examiner conducts quasi-judicial public hearings on land use applications and on appeals of administrative orders and decisions; prepares reports of all hearings; and makes recommendations and decisions on the matters heard.

The County Auditor's Office conducts audits and studies that recommend ways to improve accountability, effectiveness and efficiency of county government. This includes promoting improved performance in the delivery of county services and identifying opportunities for cost savings.

The Ombudsman-Tax Advisor Office investigates citizen complaints against King County administrative agencies, makes recommendations for improvements based on these investigations, and provides information and referral assistance to the public. In addition, the Ombudsman investigates alleged violations of the Employee Code of Ethics, and reports of improper governmental action and retaliation pursuant to the Whistleblower Protection Code. The Tax Advisor provides advice to the public on property tax law and the appropriate procedures to appeal property tax re-evaluations.

The Board of Appeals/Equalization is an independent body comprised of seven citizen members organized to adjudicate property value and other determinations made by the King County Assessor, as well as various business license decisions and animal control orders.

King County Television provides citizen accessibility to view Council proceedings from their homes.

GENERAL GOVERNMENT PROGRAM PLAN**County Council 0010/0010**

Code/Item #	Description	0010	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>5,679,506</i>	<i>64.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>274,513</i>	<i>0.00</i>	<i>0.00</i>
GG					
		Status Quo Budget	5,954,019	64.00	0.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Central Rate Adjustments					
CR35	1.25% Underexpenditure Contra		2,540	0.00	0.00
CR01	Flexible Benefits Charge		(23,136)	0.00	0.00
CR08	Technology Services Infrastructure Charge		(502)	0.00	0.00
CR09	Geographic Information Systems Charge		(452)	0.00	0.00
CR10	Office of Information Resource Management Charge		1,890	0.00	0.00
CR13	Motor Pool Usage Charge		(436)	0.00	0.00
CR25	Financial Services Charge		2,802	0.00	0.00
CR39	COLA Adjustment		(5,242)	0.00	0.00
CR15	Insurance Charges		(74,515)	0.00	0.00
			(97,051)	0.00	0.00
		2005 Adopted Budget	5,856,968	64.00	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN**Council Administration 0010/0020**

Code/Item #	Description	0020	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>6,893,209</i>	<i>57.00</i>	<i>2.00</i>
		<i>Status Quo **</i>	<i>342,186</i>	<i>0.00</i>	<i>0.00</i>
GG		Status Quo Budget	7,235,395	57.00	2.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Central Rate Adjustments				
CR01	Flexible Benefits Charge	(23,040)	0.00	0.00
CR35	1.25% Underexpenditure Contra	655	0.00	0.00
CR25	Financial Services Charge	1,651	0.00	0.00
CR14	Facilities Management Space Charge	20,808	0.00	0.00
CR13	Motor Pool Usage Charge	(12,698)	0.00	0.00
CR12	Telecommunications Overhead	2,858	0.00	0.00
CR11	Telecommunications Services	(4,374)	0.00	0.00
CR10	Office of Information Resource Management Charge	1,890	0.00	0.00
CR07	Technology Services Operations & Maintenance Charge	(12,043)	0.00	0.00
CR39	COLA Adjustment	(9,058)	0.00	0.00
CR08	Technology Services Infrastructure Charge	(20)	0.00	0.00
		(33,371)	0.00	0.00
2005 Adopted Budget		7,202,024	57.00	2.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN**Hearing Examiner 0010/0030**

Code/Item #	Description	0030	Expenditures	FTEs*	TLPs
Program Area					
		<i>2004 Adopted</i>	<i>575,496</i>	<i>5.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>21,344</i>	<i>0.00</i>	<i>0.00</i>
GG					
		<i>Status Quo Budget</i>	<i>596,840</i>	<i>5.00</i>	<i>0.00</i>
		<i>0 0</i>			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Central Rate Adjustments					
CR39	COLA Adjustment	(790)	0.00	0.00	
CR35	1.25% Underexpenditure Contra	148	0.00	0.00	
CR25	Financial Services Charge	(319)	0.00	0.00	
CR14	Facilities Management Space Charge	1,719	0.00	0.00	
CR10	Office of Information Resource Management Charge	147	0.00	0.00	
CR08	Technology Services Infrastructure Charge	80	0.00	0.00	
CR01	Flexible Benefits Charge	(2,304)	0.00	0.00	
		<i>(1,319)</i>	<i>0.00</i>	<i>0.00</i>	
		<i>2005 Adopted Budget</i>	<i>595,521</i>	<i>5.00</i>	<i>0.00</i>

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN**Council Auditor 0010/0040**

Code/Item #	Description	0040	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>1,195,234</i>	<i>11.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>3,861</i>	<i>0.00</i>	<i>0.00</i>
GG		Status Quo Budget	1,199,095	11.00	0.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Central Rate Adjustments					
CR39	COLA Adjustment		(1,702)	0.00	0.00
CR25	Financial Services Charge		4	0.00	0.00
CR12	Telecommunications Overhead		118	0.00	0.00
CR11	Telecommunications Services		(646)	0.00	0.00
CR10	Office of Information Resource Management Charge		325	0.00	0.00
CR08	Technology Services Infrastructure Charge		(70)	0.00	0.00
CR07	Technology Services Operations & Maintenance Charge		(14)	0.00	0.00
CR01	Flexible Benefits Charge		(4,608)	0.00	0.00
CR35	1.25% Underexpenditure Contra		343	0.00	0.00
			(6,250)	0.00	0.00
Council Changes					
CC01	Transportation Concurrence Study		25,000	0.00	0.00
			25,000	0.00	0.00
		2005 Adopted Budget	1,217,845	11.00	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):

ER01 EXPENDITURE RESTRICTION: Of this appropriation, \$25,000 shall be expended to contract with a consultant to prepare a transportation concurrency study.

GENERAL GOVERNMENT PROGRAM PLAN**Ombudsman/Tax Advisor 0010/0050**

Code/Item #	Description	0050	Expenditures	FTEs*	TLPs
Program Area					
		<i>2004 Adopted</i>	<i>793,391</i>	<i>9.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>(21,866)</i>	<i>0.00</i>	<i>0.00</i>
GG					
		<i>Status Quo Budget</i>	<i>771,525</i>	<i>9.00</i>	<i>0.00</i>
		<i>0 0</i>			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Central Rate Adjustments					
CR10	Office of Information Resource Management Charge	266	0.00	0.00	
CR39	COLA Adjustment	(1,171)	0.00	0.00	
CR35	1.25% Underexpenditure Contra	247	0.00	0.00	
CR25	Financial Services Charge	(147)	0.00	0.00	
CR11	Telecommunications Services	(1,174)	0.00	0.00	
CR08	Technology Services Infrastructure Charge	(73)	0.00	0.00	
CR01	Flexible Benefits Charge	(3,456)	0.00	0.00	
CR07	Technology Services Operations & Maintenance Charge	(126)	0.00	0.00	
CR12	Telecommunications Overhead	129	0.00	0.00	
		<i>(5,505)</i>	<i>0.00</i>	<i>0.00</i>	
		<i>2005 Adopted Budget</i>	<i>766,020</i>	<i>9.00</i>	<i>0.00</i>

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

King County Civic Television 0010/0060

Code/Item #	Description	0060	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>581,527</i>	<i>7.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>32,589</i>	<i>0.00</i>	<i>0.00</i>
GG					
		Status Quo Budget	614,116	7.00	0.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Central Rate Adjustments				
CR39	COLA Adjustment	(733)	0.00	0.00
CR01	Flexible Benefits Charge	(2,688)	0.00	0.00
CR35	1.25% Underexpenditure Contra	136	0.00	0.00
CR25	Financial Services Charge	561	0.00	0.00
CR13	Motor Pool Usage Charge	2,681	0.00	0.00
CR10	Office of Information Resource Management Charge	202	0.00	0.00
CR08	Technology Services Infrastructure Charge	187	0.00	0.00
		346	0.00	0.00
2005 Adopted Budget		614,462	7.00	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN**Board of Appeals 0010/0070**

Code/Item #	Description	0070	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>533,019</i>	<i>4.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>21,244</i>	<i>0.00</i>	<i>0.00</i>
GG					
		Status Quo Budget	554,263	4.00	0.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Central Rate Adjustments				
CR25	Financial Services Charge	(73)	0.00	0.00
CR35	1.25% Underexpenditure Contra	10	0.00	0.00
CR14	Facilities Management Space Charge	10,114	0.00	0.00
CR12	Telecommunications Overhead	69	0.00	0.00
CR11	Telecommunications Services	(94)	0.00	0.00
CR07	Technology Services Operations & Maintenance Charge	(26)	0.00	0.00
CR10	Office of Information Resource Management Charge	118	0.00	0.00
CR08	Technology Services Infrastructure Charge	(19)	0.00	0.00
CR01	Flexible Benefits Charge	(1,536)	0.00	0.00
CR39	COLA Adjustment	(514)	0.00	0.00
		8,049	0.00	0.00
2005 Adopted Budget		562,312	4.00	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

PROGRAM HIGHLIGHTS

The Legislative Branch agencies' funding, as included in the 2005 Budget, totals \$16,815,152, and funds 157.0 FTEs and 2.0 TLTs.

The 2005 Proposed Budget for the Council agencies represents the 2004 adopted appropriation level adjusted for salary and benefit changes, central rate adjustments and administrative service reductions.

Significant Program Reductions

There were no significant program changes.

Technical Adjustments

Central Rate Adjustments – (\$135,101). A net reduction in central rates is reflected in the proposed budget. Significant reductions occurred in Flexible Benefits Charges and Insurance Charges.

C O U N C I L A D O P T E D B U D G E T

Transportation Concurrency Study - \$25,000. Council provided \$25,000 in funding to the Council Auditor appropriation to complete a transportation concurrency study.

County Executive

COUNTY EXECUTIVE

Mission

County Executive

The Executive provides strategic direction to county government as it becomes a world class regional provider of public health, safety, transportation, environmental and human services. The Executive also establishes a vision for the region's future through comprehensive long range planning, and ensures continued prudent financial management.

ISSUES AND PRIORITIES

The Executive provides regional leadership on critically important issues facing our region, ranging from public health and safety and growth management to transportation, vital records, affordable housing, elections, the environment and many others. In 2005, the Executive and County departments will continue to focus on maximizing the efficiency and effectiveness of King County's programs. With limited financial resources, the goal continues to be providing the most cost effective service delivery while continuing

and expanding key efficiencies in all areas of government. Overall, the leadership of the Executive and his staff aims to keep King County the best place in the world in which to live, work and play for all 1.8 million residents.

GENERAL GOVERNMENT PROGRAM PLAN**County Executive 0010/0110**

Code/Item #	Description	0110	Expenditures	FTEs*	TLPs
Program Area					
		<i>2004 Adopted</i>	<i>277,993</i>	<i>2.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>7,009</i>	<i>0.00</i>	<i>0.00</i>
GG					
		<i>Status Quo Budget</i>	<i>285,002</i>	<i>2.00</i>	<i>0.00</i>
		<i>0 0</i>			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Central Rate Adjustments				
CR01	Flexible Benefits Charge	(768)	0.00	0.00
CR07	Technology Services Operations & Maintenance Charge	(1,380)	0.00	0.00
CR08	Technology Services Infrastructure Charge	336	0.00	0.00
CR10	Office of Information Resource Management Charge	59	0.00	0.00
CR25	Financial Services Charge	(244)	0.00	0.00
CR35	Underexpenditure	33	0.00	0.00
CR39	COLA Adjustment	(153)	0.00	0.00
		(2,117)	0.00	0.00
		2005 Adopted Budget	282,885	2.00 0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

County Executive

Technical Adjustments

Central Rate Adjustments – (\$2,117). A net reduction in central rates is reflected in the 2005 Proposed Budget. Significant reductions occurred in retirement rates and COLA, with an increase in Technology Services operations and maintenance.

C O U N C I L A D O P T E D B U D G E T

Council made no changes to the 2005 Executive Proposed Budget.

GENERAL GOVERNMENT PROGRAM PLAN

Office of the Executive 0010/0120

Code/Item #	Description	0120	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>3,084,904</i>	<i>24.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>4,653</i>	<i>0.00</i>	<i>0.00</i>
GG					
		Status Quo Budget	3,089,557	24.00	0.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Central Rate Adjustments					
CR01	Flexible Benefits Charge		(9,216)	0.00	0.00
CR39	COLA Adjustment		(3,969)	0.00	0.00
CR07	Technology Services Operations & Maintenance Charge		7,132	0.00	0.00
CR25	Financial Services Charge		93	0.00	0.00
CR10	Office of Information Resource Management Charge		768	0.00	0.00
CR08	Technology Services Infrastructure Charge		(816)	0.00	0.00
CR36	Property Services Lease Administration Fee		1,068	0.00	0.00
CR35	Underexpenditure		(253)	0.00	0.00
CR11	Telecommunications Services		1,248	0.00	0.00
CR22	Long Term Leases		18,442	0.00	0.00
CR13	Motor Pool Usage Charge		(5,455)	0.00	0.00
CR12	Telecommunications Overhead		944	0.00	0.00
			9,986	0.00	0.00
Council Changes					
CC01	Additional FTE Related to Benefits \$300K		0	1.00	0.00
			0	1.00	0.00
			2005 Adopted Budget	3,099,543	25.00
				0.00	

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Office of the Executive

Technical Adjustments

Central Rate Adjustments – \$9,986. The Executive Office central rates will include significant adjustments to facility rate and lease space charges.

C O U N C I L A D O P T E D B U D G E T

Healthcare Initiative -- \$0/ 2.0 FTE. Council authorized two new FTE to support and oversee the Healthcare Initiative program.

GENERAL GOVERNMENT PROGRAM PLAN

Office of Management and Budget 0010/0140

Code/Item #	Description	0140	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>4,353,057</i>	<i>41.00</i>	<i>2.00</i>
		<i>Status Quo **</i>	<i>648,123</i>	<i>0.00</i>	<i>0.00</i>
GG		Status Quo Budget	5,001,180	41.00	2.00
		0	0		

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Program Change				
PC25	Fund Closure: CJ to CX Transfer	187,046	0.00	0.00
		187,046	0.00	0.00
Central Rate Adjustments				
CR25	Financial Services Charge	(5,560)	0.00	0.00
CR12	Telecommunications Overhead	1,053	0.00	0.00
CR01	Flexible Benefits Charge	(16,512)	0.00	0.00
CR13	Motor Pool Usage Charge	(63)	0.00	0.00
CR09	Geographic Information Systems Charge	(537)	0.00	0.00
CR22	Long Term Leases	(18,153)	0.00	0.00
CR39	COLA Adjustment	(6,920)	0.00	0.00
CR36	Property Services Lease Administration Fee	2,140	0.00	0.00
CR07	Technology Services Operations & Maintenance Charge	6,246	0.00	0.00
CR35	1.25% Underexpenditure	(1,813)	0.00	0.00
CR08	Technology Services Infrastructure Charge	12,685	0.00	0.00
CR10	Office of Information Resource Management Charge	1,225	0.00	0.00
CR11	Telecommunications Services	2,177	0.00	0.00
		(24,032)	0.00	0.00
Council Changes				
CC01	Carryover Funding for 2005 Drug Court Evaluation	100,000	0.00	0.00
CC03	OMB Support for Court Admin Consolidation Study TLT	160,000	0.00	1.00
CC04	OMB Support for Public Health OMP TLT	320,000	0.00	1.00
CC05	Kirkland Annexation Study	85,000	0.00	0.00
CC02	OMB Support for Superior Court OMP TLT	160,000	0.00	1.00
		825,000	0.00	3.00
2005 Adopted Budget		5,989,194	41.00	5.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):

ER01 EXPENDITURE RESTRICTION: Of this appropriation, \$135,000 shall be expended solely to assist communities in council district 11 by providing resources for public outreach and analysis of annexation.

Office of Management and Budget 0010/0140

Code/Item #	Description	0140	Expenditures	FTEs*	TLPs
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P1 PROVIDED THAT: 'By June 1, 2005, the office of management and budget, in collaboration with the superior court and the departments of judicial administration, community and human services, the offices of the prosecuting attorney and the public defender, shall submit to the council for its review and approval by motion a detailed work plan and a proposed motion approving an operational master planning effort reviewing the operations and potential facilities needs for a targeted operational master planning effort for the court's juvenile, family law and supporting therapeutic courts. The work plan effort should include the court and judicial administration, but also should solicit input from other agencies involved in the family courts or therapeutic courts (state, county and community). The detailed work plan for the operational master plan shall be developed to include a scope of work, tasks, schedule, needed resources and milestones. The plan should also include a description of the proposed group that will responsible for the oversight of the planning effort and also identify the other county agencies that will need to participate in the planning work. The plan and proposed motion must be filed in the form of 16 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff of the budget and fiscal management and the law, justice and human services committees or their successors.

P2 PROVIDED FURTHER THAT: By June 1, 2005, the office of management and budget, in collaboration with the superior court, district court and the department of judicial administration, shall submit to the council for its review and approval by motion a report containing a feasibility analysis of the potential of consolidating the county's court administrative functions and a proposed motion approving the report. The report should contain an analysis of the administrative/support functions of the superior and district courts and the department of judicial administration, evaluating the potential for the consolidation of functions, staffing and space needs. Based on the findings of the consolidation analysis, the plan should identify any potential new administrative structures. The plan and proposed motion must be filed in the form of 16 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff of the budget and fiscal management and the law, justice and human services committees or

P3 PROVIDED FURTHER THAT: By March 31, 2005, the office of management and budget, in collaboration with the department of public health and staff of the council and the board of health, shall submit to the board of health and the council for their review and approval a detailed work plan for an operational master plan for public health. The operational master plan shall have two phases. Phase I of the operational master plan shall provide a policy framework for meeting the county's public health responsibilities. It shall include a review of public health mandates, needs, policies and goals and recommend the adoption of comprehensive public health policies to guide future budgetary and operational strategies developed in phase II of the operational master plan. Phase II shall: (1) review the department of public health's functions and operations; (2) evaluate service delivery alternatives for meeting the public health needs of the community as effectively and efficiently as possible; and (3) develop recommended implementation and funding strategies. Phase I of the operational master plan shall be reviewed and approved by the board of health by resolution and the county council by motion. Phase II of the operational master plan shall be reviewed and approved by the council by motion with input from the board of health. The work plan and proposed motion for the public health operational master plan shall include a scope of work, tasks, schedule, milestones and the budget and selection criteria for expert consultant assistance. In addition, the work plan shall also include proposals for: (1) an oversight group to guide development of the plan that shall include executive, council and board of health representation; (2) a coordinated staff group to support plan development; and (3) methods for involving funding and service provision partners and other experts in public health in the development of the operational master plan. The work plan and proposed motion for the public health operational master plan must be filed in the form of 16 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember, to the chair of the board of health and to the lead staff of the law, justice and human services committee or its successor.

P4 PROVIDED FURTHER THAT: Of this appropriation, \$20,000 shall only be expended or encumbered after the office of management and budget submits quarterly reports on actual expenditures, revenues collected and a brief description of activities for the violent crimes review team and homeland security functions to the council by April 29, July 29 and October 28, 2005, for the first, second and third quarter reports respectively. The reports shall be submitted on a reporting format developed collaboratively by staff from the council, the sheriff's office and the office of management and budget. If any of these deadlines is missed, appropriation authority for this \$20,000 shall lapse and it shall revert to fund balance. The plans and reports required to be submitted by this proviso must be filed in electronic format and in the form of 15 paper copies with the clerk of the council, who will retain the original and will forward paper copies to each councilmember and to the lead staff for the budget and fiscal management committee or its successor.

P5 PROVIDED FURTHER THAT: Of this appropriation, \$25,000 shall not be expended or encumbered until the executive submits to the council for approval by motion a plan to fund services to citizens requiring assistance with issues resulting from the implementation of Ordinances 15051, 15052, 15053 (the critical areas ordinances) and Proposed Ordinance 2004-0512 (current use taxation legislation) and any necessary related proposed supplemental appropriation as part of the first quarter omnibus supplemental appropriations ordinance. The office of management and budget, in cooperation with the department of natural resources and parks and the department of development and environmental services, shall develop the proposed plan.

Office of Management and Budget

Program Changes

Fund Closure: CJ to CX Transfer – \$187,046. The 2005 Executive Proposed Budget abolishes the Criminal Justice (CJ) Fund and transfers the related revenues and expenditures into the CX Subfund. The Office of Management and Budget expenditures previously supported by CJ funds are reduced from appropriation 0142 and added to the Office of Management and Budget CX Subfund appropriation 0140.

Technical Adjustments

Central Rate Adjustments – (\$24,032). A net reduction in central rates is reflected in the proposed budget. Significant reductions occurred in the Flexible Benefits charge and in Financial Services, and COLA.

C O U N C I L A D O P T E D B U D G E T

Carryover Funding for 2005 Drug Court Evaluation - \$100,000. Council provided appropriation for an evaluation of Drug Court from unspent 2004 appropriation.

Superior Court Operational Master Plan - \$160,000 / 1.0 TLT. Council provided funding and term-limited staffing support for an operational master plan of Superior Court.

Court Administration Consolidation Study - \$160,000 / 1.0 TLT. Council provided funding and term-limited staffing support for a review of the feasibility and possible efficiencies available from consolidation of the superior and district courts' administrations.

Public Health Operational Master Plan - \$320,000 / 1.0 TLT. Council provided funding and term-limited staffing support for an operational master plan for Public Health to determine how the county can best meet its mandated responsibilities for Public Health in light of changing needs, resources and practices in the public health field

Kirkland Annexation Study - \$85,000. Council provided funding to complete a study to support the annexation of the Kirkland potential annexation area.

GENERAL GOVERNMENT PROGRAM PLAN

Business Relations & Economic Development 0010/0180

Code/Item #	Description	0180	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>2,262,440</i>	<i>16.50</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>206,235</i>	<i>0.00</i>	<i>0.00</i>
GG		Status Quo Budget	2,468,675	16.50	0.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Administrative Service Reductions					
AS01	Eliminate Apprenticeship Coordinator Position		(73,809)	(1.00)	0.00
			(73,809)	(1.00)	0.00
Program Change					
PC01	King County Jobs Initiative Program Transfer		(554,489)	(1.50)	0.00
			(554,489)	(1.50)	0.00
Technical Adjustment					
TA50	Revenue Adjustment		0	0.00	0.00
			0	0.00	0.00
Central Rate Adjustments					
CR22	Long Term Leases		(3,075)	0.00	0.00
CR08	Technology Services Infrastructure Charge		(695)	0.00	0.00
CR10	Office of Information Resource Management Charge		487	0.00	0.00
CR11	Telecommunications Services		(2,049)	0.00	0.00
CR12	Telecommunications Overhead		251	0.00	0.00
CR13	Motor Pool Usage Charge		(4,412)	0.00	0.00
CR01	Flexible Benefits Charge		(6,144)	0.00	0.00
CR36	Property Services Lease Administration Fee		114	0.00	0.00
CR25	Financial Services Charge		942	0.00	0.00
CR35	Underexpenditure		6,614	0.00	0.00
CR39	COLA Adjustment		(6,186)	0.00	0.00
			(14,153)	0.00	0.00
Council Changes					
CC01	Reduce Appropriation for PortJobs (Technical Adjustment)		(11,429)	0.00	0.00
CC02	Rural Economic Development Strategy		130,000	0.00	1.00
			118,571	0.00	1.00
2005 Adopted Budget			1,944,795	14.00	1.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):

ER1 EXPENDITURE RESTRICTION: Of this appropriation, \$130,000 shall be expended solely to develop a rural economic development strategy.

Office of Business Relations and Economic Development

Administrative Reductions

Elimination of Apprenticeship Coordinator Position– (\$73,809) (1.0 FTE). A vacant Business Development & Contract Compliance (BDCC) position will be eliminated. Workload will be absorbed by remaining positions.

Program Changes

King County Jobs Initiative Transfer– (\$554,489) (1.5 FTE). The King County Jobs Initiative will be transferred to the Community Services Division.

Technical Adjustments

Central Rate Adjustments – (\$14,153). A net reduction in central rates is reflected in the proposed budget. Significant reductions occurred in the Flexible Benefits charge, in Motor Pool services and COLA.

C O U N C I L A D O P T E D B U D G E T

Rural Economic Development Strategy Funding – \$130,000 1.0 TLT. Funds a term-limited employee to develop a economic development strategy for rural King County in accordance with the King County comprehensive plan policies.

PortJobs Funding – (\$11,429). Eliminates \$11,429 in funding from the Roads Division for PortJobs.

Executive Services

[Link to Executive Services Organizational Chart, 11 KB .pdf](#)

EXECUTIVE SERVICES

Mission

Executive Services

To make DES the provider of choice by providing King County agencies, municipalities and the public with effective and efficient general government services.

ISSUES AND PRIORITIES

The Department of Executive Services (DES) provides nearly all internal services to King County government and a variety of public services to its citizens. This department has just over one thousand employees, with an overall operating budget in excess of \$375 million. The department includes the following divisions: Facilities Management, Finance and Business Operations, Human Resources, Information and Telecommunications Services; and Records, Elections, and Licensing Services. It also includes the Offices of Civil Rights, Emergency Management and Risk Management as well as the Board of Ethics and Civil Rights Commission.

Business Plan Overview:

The Business Plan change dynamics requiring budgetary response at the department level by DES agencies include both external and internal forces. Significant external forces include the weak local economy, which has exacerbated County wide revenue declines and the rapidly rising cost of health care. As internal service providers to other County agencies, DES agencies must respond to changing customer demands in a proactive manner, and play a key leadership role in transforming and standardizing business and technological practices through out the county. Given the decline in county resources, there is added pressure from all DES customers to contain the cost for internal services by doing more with less. To address these challenges, DES has or is in the process of sponsoring several initiatives that cross division lines. Highlights of these initiatives include:

- Implementation of the Health Advisory Task Force (HATF) recommendations.
- Continued support for, and implementation of Service Level Agreements (SLA's) between Internal Service Fund providers and customers.
- Providing leadership and resources to help the county build financial, human resource and budget management functions that are fully integrated, efficient and effective and enhance the county's ability to provide essential services to its customers as envisioned by the adopted Vision and Goals Statement for Enterprise Financial, Human Resource, and Budget Management and outlined in the Executive's recommendation for Accountable Business Transformation.
- Oversight and coordination for major technology and capital initiatives and projects.
- Implementation of a department wide Personal Computer Equipment Replacement Plan.

Facilities Management Division:

The Facilities Management Division (FMD) manages and maintains the County's physical and capital assets through capital improvement project management; energy management; space-planning; major maintenance, preventative maintenance and janitorial maintenance; building security and management of the financial and programmatic performance of the County's real estate portfolio.

GENERAL GOVERNMENT PROGRAM PLAN

Current resource projections as well as customer demands for security and safety in county owned buildings are the primary Business Plan change dynamics requiring a budgetary response in the 2005 budget. To address these challenges, FMD has implemented initiatives that promote safety and security, increase accountability and cost efficiency in services provided, and promote process improvements. Furthermore, the division is aggressively seeking new revenue sources and cost reduction initiatives through an asset management initiative in the Real Estate Services Section. Highlights of the 2005 budget initiatives are the following:

- Procurement and implementation of three new applications and systems: Real Estate Portfolio Management; Work Order Management; and Maintenance Management Information Systems; to better track assets and manage service requests.
- Funding for New County Office Building Project which will create savings by moving staff from leased office space to county-owned space.
- Continued funding for the Integrated Security Project (ISP), which will replace the outdated security system in the King County Correctional Facility, and will provide structural changes that will allow for operational improvements.
- Accumulation of fund balance reserves to fund potential liabilities related to security needs during high terrorist alerts, utility rate spikes and to cover accrued liability for accumulated sick leave and vacation, and other business risks the Division routinely faces.
- Establishment of a permanent day time security post at the Yesler Building.
- A set aside of resources to cover hazardous materials detection and mitigation through the FMD's building operations.

Finance and Business Operations Division:

Finance and Business Operations Division (FBOD) provides financial management services to King County's direct service providers and internal service agencies to allow them to better focus on service delivery and critical decision-making. Additionally, the division collects, distributes, and invests public funds and manages long-term debt for King County and other local taxing districts.

State and federal mandates, labor relations, and customer demands are the primary Business Plan change dynamics requiring a budgetary response in the 2005 budget. FBOD efforts to provide internal services to the county's direct service providers and internal service agencies in a timely and accurate manner are challenged by the need to support two separate payroll and financial systems, the complexity of multiple retirement plans, administration of the compensation provisions of numerous labor contracts, demands for high quality health care at a reasonable cost and clients demands for accurate, timely, on-line information. To address these challenges, FBOD has proposed initiatives that will help automate services, as well as standardize and improve key business processes used by FBOD. Highlights of the 2005 budget are the following:

- Managing the Benefits Health Information Project (BHIP) project which will develop business and technology processes to support open enrollment and implementation of new Benefit plans in 2007. The project will deploy a pilot for select agencies in 2005. Full implementation of the project will support the 2006 open enrollment process for benefit plan changes effective January 1, 2007.

GENERAL GOVERNMENT PROGRAM PLAN

- Staff to monitor and audit leave administration to ensure it complies with all policies and legal requirements. This will enable the County to save a significant amount of money by ensuring that benefits are paid only when earned and covered.
- Continued funding for the Payroll Initiative Project (PIP) which will improve data quality and increase the efficiency of all county payroll business processes.
- A project to satisfy a Washington State mandate to implement a new retirement plan, Public Safety Employee Retirement System (PSERS).

Human Resources Management Division:

The Human Resources Division (HRD) develops and administers human resource systems that attract, retain, motivate and reward a quality, competent workforce.

Federal and state mandates, customer demands and labor relations, and projected skill requirements are the primary Business Plan change dynamics requiring a budgetary response in the 2005 budget. Revenue constraints as well as recent legal decisions have challenged the HRD's ability to meet customer demands for flexible human resource services while maintaining the integrity of the human resource system. To address these challenges, HRD has implemented initiatives that help reduce risk, improve human resource management processes, streamline resource utilization, promote the health of the workforce, and empower employees. Highlights of the 2005 budget initiatives are the following:

- Employee education program to promote employee health and appropriate care utilization while containing costs for health benefits;
- Stabilization of the structures and systems needed to maintain the required three year cycle of classification and compensation review;
- Formalize the establishment of the Layoff-Recall program to meet the needs of laid-off employees, departments facing lay-offs, as well as departments filling vacancies.

Information and Telecommunications Services Division:

The Information and Telecommunications Services Division (ITS) operates and maintains the County's information technology infrastructure, data center, wireless communications systems, develops and maintains business applications for customers, manages the County's cable TV franchises; manages telecommunications services and equipment contracts, manages the County's 800Mhz radio communication system and, provides graphic design, printing and reproduction services.

Customer demands, projected skills requirements, the need to upgrade business systems, resource projections, and changes in revenue are the primary Business Plan change dynamics requiring a budgetary response in the 2005 budget. ITS continues to play a leadership role in planning, implementing, operating and maintaining secure technologies across the county. ITS initiated a benchmarking and best practices study in 2004 that highlighted deficiencies in staffing levels and funding for infrastructure to support existing and new applications and technologies. These constraints challenge ITS' ability to provide a secure, reliable, value-driven technology environment for clients. To address these challenges, ITS has proposed initiatives within its rates established in the 2005 Budget, that increase staffing levels to meet customer demands for service and enhance or optimize the use of current investments. Highlights of the 2005 budget are the following:

- Providing Technology Services funding to address deficiencies in staffing levels to

GENERAL GOVERNMENT PROGRAM PLAN

support the network infrastructure (as identified by the benchmarking study) and to respond to ongoing, immediate customer needs and 2005 initiatives, including the implementation of service level agreements (SLA).

- Funding for a departmental server consolidation initiative.
- Managing and coordinating the Urban Area Security Initiative (UASI) funded projects and their integration with other, related initiatives.
- Funding two web initiatives to more effectively utilize and manage information including an Inter-departmental Collaboration Tool and Web Content Management System.
- Funding for a countywide wireless network which will create the technical, operational and administrative infrastructure to support wireless access.
- Funding an innovative I-Net equipment refresh program that will extend the useful life of the equipment thereby reducing the financial requirements for an equipment replacement reserve.

Records, Elections and Licensing Services Division:

Records, Elections and Licensing Services Division (REALS) records and makes accessible real property and other documents for members of the public, businesses, and other governmental agencies; collects and disperses real estate excise tax payments; conducts elections, maintains jurisdiction and voter registration files and provides election-related information to members of the public, stakeholders, and other governmental entities; provides accessible licensing and information services and promotes public safety by administering and enforcing licensing regulations; provides animal control services for the protection of property, human health and safety; and promotes responsible pet ownership and animal welfare through education and licensing programs with public and private sector entities.

Economic and demographic trends, state and federal mandates and customer demands are the primary Business Plan change dynamics requiring a budgetary response in the 2005 budget. Increased recordings, increased number of votes by absentee ballot and implementation of the Help America Vote Act (HAVA) which requires disability accessible voting devices in each poll site and a series of other election administration operational changes by January 2006, challenge the division's ability to provide innovative, responsive and accessible services to customers while reducing overall costs to the current expense fund. To address these challenges, REALS has proposed revenue enhancements to offset the CX contribution to the division, and will obtain grant funding to help implement the HAVA requirements.

Office of Civil Rights:

The Office of Civil Rights (OCR) has two broad areas of focus: enforcement and compliance. In its enforcement program, staff implement the County's ordinances prohibiting discrimination in unincorporated King County in housing, employment, public accommodations (services like stores and restaurants) and contracting. In the compliance program, staff work with county departments, county contractors and members of the public to ensure non-discriminatory access to government for people with disabilities and others.

Demographic trends and resource projections and changes in revenue are the primary Business Plan change dynamics requiring a budgetary response in the 2005 budget. The county is serving more people of color and people for whom English is not their primary

language. To prevent potential problems, in 2005 the office will be increasing anti-discrimination education for county employees. In light of declining resources, OCR will continue efforts to partnership with other agencies to make information accessible via the web in order to provide services within its existing budget.

Office of Emergency Management:

Office of Emergency Management (OEM) coordinates and advances regional E-911 systems to ensure expedient, reliable access for the public to emergency services, and promotes disaster resistant communities by providing emergency management programs through partnerships and excellence in service.

State and federal mandates, customer demands; and resource projections and changes in revenue are the primary Business Plan change dynamics requiring a budgetary response in the 2005 budget. With the continued national focus and grants that address homeland security, the OEM is capitalizing on those grants to enhance all hazard planning and preparedness as well as homeland security prevention. E-911 efforts will focus on providing technology solutions to improve service by upgrading equipment and databases, adding GPS location of addresses to improve wireless service, and testing the accuracy wireless service.

Office of Risk Management:

The Office of Risk Management assists county agencies to control and minimize loss exposures, maintain financial policies and practices to meet anticipated program financing needs while protecting the county's assets from loss, and process citizen claims in a prompt, efficient and equitable manner.

Economic trends, customer demands, resource projections and changes in revenues are the primary Business Plan change dynamics requiring a budgetary response in the 2005 budget. Countywide budget reductions, agencies' increased reliance on volunteers, insurance industry markets and requirements for contracts, increases in the number of uninsured drivers, and the closure of the Downtown Tunnel are all putting pressures on the fund. The Office of Risk Management is facing these challenges by internally restructuring to provide more resources for contract review, enhanced recovery efforts and provide appropriate loss prevention/loss reduction training to agencies to reduce the county's exposure.

Two predominantly volunteer organizations are supported within the DES organization:

Board of Ethics:

The Board of Ethics (BOE) is a five-member citizen board with both advisory and quasi-judicial functions. The primary responsibilities of the BOE are to interpret the Code of Ethics through advisory opinions, administer financial and consultant disclosure requirements, and increase awareness of ethics issues through an education and training program. In 2005, BOE will continue its three-year awareness campaign which began in 2004 to heighten awareness among employees of the code of ethics and the services provided by the board and office.

Civil Right Commission:

The Civil Rights Commission is composed of 16 citizen volunteers. The commission serves in an advisory capacity to the County Executive and County Council on civil rights issues in the areas of contract compliance, disability access, employment, housing, minority/women business, and public accommodations.

GENERAL GOVERNMENT PROGRAM PLAN

Finance and Business Operations 5450/0138

Code/Item #	Description	0138	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>27,562,563</i>	<i>209.00</i>	<i>8.50</i>
		<i>Status Quo **</i>	<i>(189,592)</i>	<i>0.00</i>	<i>(1.00)</i>
GG		Status Quo Budget	27,372,971	209.00	7.50
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Program Change					
PC08	Leave Administration	72,556	0.00	1.00	
PC10	LEOFF I Actuarial Study	25,000	0.00	0.00	
PC07	DES Data Entry Consolidation & Supervisory Change	135,883	2.00	0.00	
PC02	Capital Project Management	91,646	0.00	0.00	
PC06	Mobile Home Service Enhancement & Tax Collection	25,000	0.00	0.00	
		350,085	2.00	1.00	
Technical Adjustment					
TA10	Deferred Compensation Program Change	10,200	0.00	0.00	
TA50	Finance Revenue Adjustment	0	0.00	0.00	
TA11	Salary and Wage Contingency Adjustment	34,758	0.00	0.00	
		44,958	0.00	0.00	
Central Rate Adjustments					
CR11	Telecommunications Services	10,534	0.00	0.00	
CR10	Office of Information Resource Management Charge	6,068	0.00	0.00	
CR12	Telecommunications Overhead	13,768	0.00	0.00	
CR13	Motor Pool Usage Charge	(458)	0.00	0.00	
CR14	Facilities Management Space Charge	(4,880)	0.00	0.00	
CR15	Insurance Charges	5,838	0.00	0.00	
CR20	Prosecuting Attorney Civil Division Charge	67,755	0.00	0.00	
CR22	Long Term Leases	(79,519)	0.00	0.00	
CR36	Property Services Lease Administration Fee	(1,367)	0.00	0.00	
CR39	COLA Adjustment	(21,971)	0.00	0.00	
CR46	Countywide Strategic Technology Projects	(6,038)	0.00	0.00	
CR09	Geographic Information Systems Charge	(13)	0.00	0.00	
CR01	Flexible Benefits Charge	(84,864)	0.00	0.00	
CR05	Current Expense Overhead Adjustment	53,832	0.00	0.00	
CR08	Technology Services Infrastructure Charge	7,766	0.00	0.00	
CR07	Technology Services Operations & Maintenance Charge	390,821	0.00	0.00	
		357,272	0.00	0.00	
2005 Adopted Budget		28,125,286	211.00	8.50	

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Finance and Business Operations Division (FBOD)

Finance – Internal Service Fund

The total 2005 Budget for the Finance Internal Service Fund appropriation unit is \$28,125,286, with 211 FTEs and 8.50 TLTs.

Significant Program Additions

Capital Project Management - \$91,646. This proposal provides the county with stable technical expertise and support to staff associated with development & management of contracts, including scope, evaluations, cost/price analysis, assistance with negotiation and training on contracts management. The initiative will ensure that the county receives cost efficient, well managed consultant and construction contracts. This body of work will be incorporated into the Financial Services rate model, to be billed out based on the Contract Services cost pool.

Mobile Home Service Enhancement & Tax Collection – \$25,000. This proposal provides additional tax collection capabilities for the Personal Property Work Unit. A seasonal, temporary tax collection agent will work to address delinquent mobile home accounts, reduce the backlog of delinquent accounts and enhance collection activities on delinquent mobile home accounts.

DES Data Entry Consolidation & Supervisory Change - \$135,883 / 2.00 FTE. This proposal will create one consolidated Data Entry work unit in the Financial Management Section (FMS) within FBOD. There are currently 5 data entry operators in Treasury Operations and 2 operators in Information and Telecommunications Services (ITS) that will move to FMS. This change will reduce overtime costs and eliminate a vacant 0.5 FTE lead operator in ITS. This service will continue to be billed out under the financial services rate model, including the two positions that are currently in ITS rates.

Leave Administration - \$72,556 / 1.00 TLT. This proposal will add one term limited position to monitor and audit the financial impacts of leave administration, modify existing administrative procedures and train departments in implementing leave administration policies. The work of this position will also initiate collections of insurance premiums and realize cost recoveries for the county, which is not happening currently. This is projected to save the County \$300 thousand annually.

LEOFF I Actuarial Study - \$25,000. This proposal funds an actuarial study on the LEOFF I health and long term care expenditures in order to establish accurate reserves in the budget for expenses in future years. The study will provide the County, Sheriff's Office and Current Expense fund a more accurate means of planning and reserving funds for the future.

Technical Adjustments

Deferred Compensation Program Change - \$10,200. This proposal represents an increase in the investment consultant fees for the Deferred Compensation Program. This request will also cover the motor pool costs of traveling in the county to provide investment training. The cost for this request is funded by the Deferred Compensation fund.

Salary and Wage Contingency Adjustment – \$34,758. This Technical Adjustment increases Finance's Salary and Wage Contingency Account to accommodate the anticipated 2005 impact of wage settlements.

Central Rate Adjustments – \$357,272. A net increase in central rates is reflected in the

GENERAL GOVERNMENT PROGRAM PLAN

proposed budget. Significant reductions are included for Long Term Lease Cost and Flexible Benefits charges. These were offset by a significant increase to the Technology Services O&M charge.

COUNCIL ADOPTED BUDGET

Council made no changes to the 2005 Executive Proposed Budget.

Finance and Business Operations Fund 5450

	2003 Actual ¹	2004 Adopted ²	2004 Estimated ³	2005 Adopted	2006 Projected ⁴	2007 Projected ⁴
Beginning Fund Balance	4,545,873	3,598,999	4,795,418	3,145,600	2,940,016	2,752,852
Revenues						
* Operating Revenues Total						
- CX Rates	5,504,705	6,549,090	6,367,939	6,668,326	6,168,376	6,353,427
- CX Rebate	(386,707)	(367,511)	(367,780)	(99,896)		
- Non-CX Rates	17,682,607	18,591,125	18,722,485	19,300,188	19,379,194	19,960,569
- Non-CX Rebate	(1,062,119)	(1,222,306)	(1,228,245)	(347,317)		
- Other Revenue	2,030,319	1,667,601	1,840,812	1,625,445	1,690,463	1,758,081
* Interest Income	180,646	250,000	56,868	210,450	225,000	250,000
Total Revenues	23,949,451	25,467,999	25,392,079	27,357,196	27,463,032	28,322,078
Expenditures						
* Operating Expenditures - Personal Services	(14,176,151)	(16,442,613)	(16,292,066)	(16,744,782)	(17,025,358)	(18,046,879)
* Operating Expenditures - O&M	(9,523,755)	(11,119,950)	(11,116,402)	(11,380,504)	(11,189,128)	(11,468,856)
* Lawsuit Settlement			(554,125)			
Total Expenditures	(23,699,906)	(27,562,563)	(27,962,593)	(28,125,286)	(28,214,486)	(29,515,735)
Estimated Underexpenditures		551,251	920,696	562,506	564,290	590,315
Other Fund Transactions						
*						
Total Other Fund Transactions	-	-	-	-	-	-
Ending Fund Balance	4,795,418	2,055,686	3,145,600	2,940,016	2,752,852	2,149,509
Less: Reserves & Designations						
* Reserved for Encumbrances/Carryovers	(554,125)					
* Reserved for Lawsuit Settlements ⁵	(55,000)		(55,000)			
* Reserved for Equipment Replacement ⁶		(300,000)	(300,000)	(500,000)	(600,000)	(600,000)
* Rate Stabilization Reserve ⁷	(3,475,296)	(928,809)	(1,951,722)	(1,596,257)	(1,306,418)	(664,037)
Total Reserves & Designations	(4,084,421)	(1,228,809)	(2,306,722)	(2,096,257)	(1,906,418)	(1,264,037)
Ending Undesignated Fund Balance	710,997	826,877	838,878	843,759	846,435	885,472
Target Fund Balance⁸	710,997	826,877	838,878	843,759	846,435	885,472

Financial Plan Notes:

¹ From 2003 CAFR.

² 2004 Council Adopted Budget.

³ Based on most current revenue and expenditure projections.

⁴ Rates are projected to rise by 3.0% in 2006 and 2007, Other Revenue by 4.0%.

Personnel Expenditures are projected to grow by 6.0%, and Other Expenditures by 2.5%.

⁵ Reserve to set aside funds for Finance's estimated share of various

⁶ Reserve to set aside funds to replace Finance Division operations equipment. The reserve will never hold more than \$900,000. The amount displayed on the financial plan is the balance in the reserve after withdrawals have been made for equipment replacement.

⁷ Reserve to draw upon in future years in order to keep annual rate growth growth as steady as possible.

Link to Finance and Business Operations Financial Plan, 15 KB .pdf

GENERAL GOVERNMENT PROGRAM PLAN

Finance - CX 0010/0150

Code/Item #	Description	0150	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>2,471,442</i>	<i>0.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>261,903</i>	<i>0.00</i>	<i>0.00</i>
GG					
		Status Quo Budget	2,733,345	0.00	0.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Program Change				
PC25	CJ Revenue - 2005	0	0.00	0.00
		0	0.00	0.00
Technical Adjustment				
TA50	Revenue Adjustment	0	0.00	0.00
		0	0.00	0.00
Central Rate Adjustments				
CR25	Financial Services Charge	104,792	0.00	0.00
		104,792	0.00	0.00
2005 Adopted Budget		2,838,137	0.00	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Finance – CX

The total 2005 Budget for Finance - CX is \$ 2,838,137.

Technical Adjustments

Central Rate Adjustments – \$104,792. This change represents an increase to the Finance central rate.

C O U N C I L A D O P T E D B U D G E T

Council made no changes to the 2005 Executive Proposed Budget.

GENERAL GOVERNMENT PROGRAM PLAN

Facilities Management Internal Service Fund 5511/0601

Code/Item #	Description	0601	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>34,376,738</i>	<i>281.25</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>1,314,121</i>	<i>0.00</i>	<i>0.00</i>
GG		Status Quo Budget	35,690,859	281.25	0.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Program Change					
PC02	LAN Administration		47,423	0.00	0.00
PC04	Security Screener Budget Administration		13,375	0.25	0.00
			60,798	0.25	0.00
Revenue Backed					
RB02	Yesler Building Security Guard		53,823	1.12	0.00
			53,823	1.12	0.00
Technical Adjustment					
TA01	Salary and Wage Contingency Adjustment		250,000	0.00	0.00
TA02	Historic Preservation Charge Transfer to CX Overhead		(9,842)	0.00	0.00
TA03	Closure of Surrey Downs O&M Reduction		(98,417)	0.00	0.00
TA11	Revenue Adjustment		0	0.00	0.00
			141,741	0.00	0.00
Central Rate Adjustments					
CR07	Technology Services Operations & Maintenance Charge		(2,877)	0.00	0.00
CR20	Prosecuting Attorney Civil Division Charge		102,376	0.00	0.00
CR05	Current Expense Overhead Adjustment		(216,121)	0.00	0.00
CR01	Flexible Benefits Charge		(111,776)	0.00	0.00
CR10	Office of Information Resource Management Charge		8,438	0.00	0.00
CR11	Telecommunications Services		30,577	0.00	0.00
CR08	Technology Services Infrastructure Charge		(6,146)	0.00	0.00
CR39	COLA Adjustment		(29,220)	0.00	0.00
CR15	Insurance Charges		26,506	0.00	0.00
CR21	Debt Service Adjustment		(12,103)	0.00	0.00
CR25	Financial Services Charge		(3,871)	0.00	0.00
CR13	Motor Pool Usage Charge		(63,025)	0.00	0.00
CR47	Finance Payroll Projects		443	0.00	0.00
CR46	Countywide Strategic Technology Projects		(8,343)	0.00	0.00
CR12	Telecommunications Overhead		3,198	0.00	0.00
			(281,944)	0.00	0.00
2005 Adopted Budget			35,665,277	282.62	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

P1 PROVIDED THAT: Of this appropriation, \$500,000 shall not be expended or encumbered until the executive submits to the council a proposed motion establishing fund balance policies for the facilities management internal service fund and establishing a method for tracking space charge revenues and expenditures separately from fee-for-service revenues and expenditures. The motion shall be transmitted no later than March 31, 2005. The motion must be filed in the form 15 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff for the budget and fiscal management committee or its successor.

Facilities Management Internal Service Fund

The total 2005 Budget for the Facilities Internal Service Fund appropriation unit is \$35,665,277 and is staffed by 282.62 FTEs.

Significant Program Additions

LAN Administration – \$47,423. This proposal funds additional temporary help from ITS to fill a gap in information technology support.

Yesler Building Security Guard – \$53,823 / 1.12 FTE. This proposal funds an additional post at the Yesler building in order to improve security in the building for both tenants and the general public. The initiative is backed by revenue from the Facilities Internal Service Fund.

Security Screener Budget Administration - \$13,375/0.25 FTE. This proposal funds one quarter of a FTE to handle Facilities Management Division's (FMD) increased responsibilities of taking over the payroll function for the Security Screener's Budget.

Technical Adjustments

Salary and Wage Contingency Adjustment – \$250,000. This Technical Adjustment increases Finance's Salary and Wage Contingency Account to accommodate the anticipated 2005 impact of wage settlements.

Historic Preservation Charge Transfer to CX Overhead – (\$9,842). In order to facilitate a more efficient transaction, this charge is now paid via CX Overhead charges.

Closure of Surrey Downs O&M Reduction – (\$98,417). This adjustment reflects the closure of the Surrey Downs Building in Bellevue by the end of 2004. Groups from this facility will move to other District Court facilities and the Yesler Building. The closure of this building will decrease the total amount of O&M required by FMD at Surrey Downs.

Central Rate Adjustments – (\$281,944). A net reduction in central rates is reflected in the 2005 proposed budget. Significant reductions occurred in Flexible Benefit Charges, Current Expense Overhead Adjustment and Motor Pool Usage Charges. These decreases were partially offset by an increase in the Prosecuting Attorney Civil Division Charge.

C O U N C I L A D O P T E D B U D G E T

The Council Adopted Budget reduced the Facilities Operations and Maintenance rates charged to other agencies by \$350,000, thereby reducing the 2005 estimated ending fund balance by the same amount.

**Link to Facilities Management Internal Service Fund
Financial Plan, 15 KB .pdf**

GENERAL GOVERNMENT PROGRAM PLAN

Facilities Management Internal Service Fund/5511

	2003 Actual ¹	2004 Adopted	2004 Estimated ²	2005 Adopted	2006 Projected ³	2007 Projected ⁴
Beginning Fund Balance	2,766,521	240,452	125,809	753,020	1,598,388	2,604,127
Revenues						
Miscellaneous		1,669,943	1,669,943	2,293,656	2,408,339	2,528,756
Interest Earnings ⁵		91,007	35,000	21,000	59,150	104,580
Charges to CX agencies ⁶		14,547,209	14,538,111	22,041,237	23,174,930	24,101,928
Charges to non-CX agencies/private agencies		9,597,467	9,665,630	3,218,781	3,331,438	3,464,696
Architectural-Engineering		4,002,156	4,002,156	4,216,910	4,427,756	4,649,143
Crafts		3,885,290	3,885,290	3,799,269	3,989,232	4,188,694
CX Transfer ⁷		300,857	300,857	384,813	398,281	414,213
Total Revenues	30,422,852	34,093,929	34,096,987	35,975,666	37,789,127	39,452,009
Expenditures						
Operating Budget	(33,063,564)				-	
Director's Office		(3,976,810)	(3,962,273)	(4,131,097)	(4,337,652)	(4,511,158)
Building Services - Ops		(27,104,708)	(26,940,491)	(28,093,704)	(29,498,389)	(30,678,325)
Capital Planning and Development		(3,295,220)	(3,275,595)	(3,340,476)	(3,507,500)	(3,647,800)
One-Time Retroactive Pay for Settled Labor Contract				(100,000)		
Encumbrance Carryover			(68,089)			
Total Expenditures	(33,063,564)	(34,376,738)	(34,246,448)	(35,665,277)	(37,343,541)	(38,837,282)
Underexpenditure Estimate ⁸		515,651	776,672	534,979	560,153	582,559
Other Fund Transactions						
RCECC Utility Underexpenditure 2004			260,000			
RCECC Utility Rebate 2004			(260,000)	0	0	
Total Other Fund Transactions				0	0	
Ending Fund Balance	125,809	473,294	753,020	1,598,388	2,604,127	3,801,413
Reserves & Designations						
Jail Projects Reserve			(74,020)			
Encumbrance Carryover	(68,089)					
Total Reserves & Designations	(68,089)			-	-	
Ending Undesignated Fund Balance	57,720	473,294	679,000	1,598,388	2,604,127	3,801,413
Target Fund Balance ⁹				3,263,164	3,345,923	3,375,081

Financial Plan Notes:

¹ Revenue actuals are from the 2003 YTD ARMS report. All other actuals are from the 2003 CAFR.

² 2004 Estimated is based on revised revenue estimates for interest earnings and projected utilities underexpenditure for the RCECC

³ Revenue growth 5% except 3.5% for psf charges and expenditure growth 5%

⁴ Revenue growth 5% except 4% for psf charges and expenditure growth 4% no adjustment for NCOB

⁵ Investment Interest is calculated as 3.00% of revenue in 2005, 4.55% of revenue in 2006, and 4.98% of revenue in 2007.

⁶ 2004 Estimated includes revenues reduced by \$260,000 for the RCECC utility rebate

⁷ Beginning in 2005, CX transfer will support the Emergency Homeless Shelter (\$71,500) and Screener Program

⁸ Underexpenditure Assumption is 1.5% of total expenditures. 2004 Estimated includes \$260,000 of RCECC utilities underexpenditure.

⁹ Target Fund Balance - 5-year program to achieve fund balance targets

	2005	2006	2007	
One Week Working Capital	696,159	728,917	758,074	Designed to carry sufficient cash to cover business cycle
Billable Time Variance Reserve	500,000	500,000	500,000	Designed to cover revenue shortfalls for drop off of work or extended vacancy periods
Homeland Security Reserve	200,000	200,000	200,000	Designed to cover unanticipated periods of heightened security measures and other support
Utility Rate Variance Reserve	315,000	315,000	315,000	Designed to cover unanticipated changes to utility rates, particularly Seattle Steam
Equipment Replacement Reserve	250,000	300,000	300,000	Placeholder for non-computer equipment replacement. Detailed lists under development
Subtotal	1,963,164	2,045,923	2,075,081	
Accrued Vacation and Sick Reserve	1,300,000	1,300,000	1,300,000	Designed to cover liability accrual for vacation
Grand Total	3,263,164	3,345,923	3,375,081	

GENERAL GOVERNMENT PROGRAM PLAN

Property Services 0010/0440

Code/Item #	Description	0440	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>2,435,264</i>	<i>28.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>148,871</i>	<i>0.00</i>	<i>0.00</i>
GG		Status Quo Budget	2,584,135	28.00	0.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Technical Adjustment					
TA01	FMD Overhead Charges		32,620	0.00	0.00
TA50	Revenue Adjustment		0	0.00	0.00
			32,620	0.00	0.00
Central Rate Adjustments					
CR10	Office of Information Resource Management Charge		886	0.00	0.00
CR07	Technology Services Operations & Maintenance Charge		2,295	0.00	0.00
CR25	Financial Services Charge		598	0.00	0.00
CR13	Motor Pool Usage Charge		(1,489)	0.00	0.00
CR12	Telecommunications Overhead		684	0.00	0.00
CR11	Telecommunications Services		244	0.00	0.00
CR08	Technology Services Infrastructure Charge		(1,787)	0.00	0.00
CR01	Flexible Benefits Charge		(10,752)	0.00	0.00
CR35	1.25% Underexpenditure Contra		(7)	0.00	0.00
CR09	Geographic Information Systems Charge		(551)	0.00	0.00
CR39	COLA Adjustment		(3,830)	0.00	0.00
			(13,709)	0.00	0.00
		2005 Adopted Budget	2,603,046	28.00	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Property Services – Current Expense Fund (CX)

The total 2005 Budget for the Property Services CX appropriation unit is \$2,603,046 and 28 FTEs.

Significant Program Changes

There were no program changes.

Technical Adjustments

FMD Overhead Charges - \$32,620. This adjustment provides funding for required facilities maintenance. This is an increase to the portion of Facilities Management Division overhead allocated to Real Estate Services in 2005 due to a balancing of proportions within the rate model.

Central Rate Adjustments - (\$13,709). A net reduction in central rates is reflected in the proposed budget. Significant reductions occurred in Flexible Benefits Charge and COLA.

C O U N C I L A D O P T E D B U D G E T

Council made no changes to the 2005 Executive Proposed Budget.

GENERAL GOVERNMENT PROGRAM PLAN

Human Resources Management 0010/0420

Code/Item #	Description	0420	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>6,805,531</i>	<i>63.50</i>	<i>3.00</i>
		<i>Status Quo **</i>	<i>468,797</i>	<i>0.00</i>	<i>(3.00)</i>
GG		Status Quo Budget	7,274,328	63.50	0.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Program Change					
PC01	Layoff/Recall Program Stabilization		605,299	6.00	0.00
PC04	Eliminate Senior HR Analyst Position		(86,582)	(1.00)	0.00
PC02	Performance Management Program Development		92,288	0.00	0.00
PC03	Classification and Compensation System Stabilization		98,572	0.00	1.00
			709,577	5.00	1.00
Technical Adjustment					
TA02	ADR - Adjustments to Accounts		23,800	0.00	0.00
TA03	Reduction in Transit Labor Relations Support		(57,950)	0.00	0.00
TA01	Reclassify Position to Support HR Unification		7,885	0.00	0.00
			(26,265)	0.00	0.00
Central Rate Adjustments					
CR13	Motor Pool Usage Charge		(3,945)	0.00	0.00
CR12	Telecommunications Overhead		1,597	0.00	0.00
CR11	Telecommunications Services		(746)	0.00	0.00
CR10	Office of Information Resource Management Charge		1,771	0.00	0.00
CR09	Geographic Information Systems Charge		(8)	0.00	0.00
CR08	Technology Services Infrastructure Charge		3,704	0.00	0.00
CR07	Technology Services Operations & Maintenance Charge		(23,425)	0.00	0.00
CR01	Flexible Benefits Charge		(26,880)	0.00	0.00
CR14	Facilities Management Space Charge		37,563	0.00	0.00
CR39	COLA Adjustment		(1,059)	0.00	0.00
CR35	Underexpenditure Adjustment		(11,847)	0.00	0.00
CR25	Financial Services Charge		(449)	0.00	0.00
			(23,724)	0.00	0.00
Council Changes					
CC04	Restore two positions and Related O&M to Layoff/Recall Program		221,889	2.00	0.00
CC03	Eliminate Stabilization of Classification/Compensation System		(98,572)	0.00	(1.00)
CC01	Reduction in Layoff/Recall Program		(302,615)	(3.00)	0.00
CC02	Eliminate Performance Management System		(92,288)	0.00	0.00
			(271,586)	(1.00)	(1.00)
2005 Adopted Budget			7,662,330	67.50	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Human Resources Division - Current Expense Fund (CX)

The total 2005 Budget for the Human Resources Division (HRD) –CX appropriation unit is \$7,662,330, staffed by 67.50 FTEs.

Significant Program Reductions

Eliminate Senior HR Analyst Position – (\$86,582) / (1.00) FTE. This proposal will eliminate one Senior HR Analyst. This position currently resides in the Human Resources Division, and is assigned to the Layoff-Recall Program. This position works to help place laid off career service employees in other King County positions. The Layoff-Recall Program within HRD will provide an opportunity to retain the services provided by this position.

Reduction in Transit Labor Relations Support – (\$57,950). This proposal adjusts the HRD budget to reflect the actual contribution that the DOT will make to support Labor Relations in 2005.

Significant Program Additions

Layoff / Recall Program Stabilization - \$605,299 / 6.00 FTE. This request establishes a stable budget for the County's Layoff-Recall Program as a unit within the Human Resources Division. From its inception, the Layoff-Recall Program has been staffed by FTEs and TLTs loaned in by various departments utilizing these services. In 2004 these departments were compensated by a reduction in their CX Overhead rates. The establishment of the program as a section within HRD will help to make efficient use of resources and allow for collaboration and streamlining.

Performance Management Program Development - \$92,288. This proposal provides funding for the development of a Performance Management system, including policies and tools that measure if employees are meeting the needs of their positions. This system will link employee performance with strategic planning, agency performance measurement, and work measures, pursuant to best practices. Departments will be responsible for performance management and performance improvement plans, within a system that is centrally developed, monitored, and linked with other activities such as succession planning.

Classification and Compensation System Stabilization – \$98,572 / 1.00 TLT. This request will fund one term limited position to complete and stabilize the development of structures and systems needed to maintain the required three-year review cycle of all classifications and related compensation levels. The program will assure alignment with labor contracts so class/comp studies coincide with openings of contracts, coordinate with any related labor issues, and establish systems to perform audits, in collaboration with the new Human Resource Quality Assurance function. The project will ensure that line departments are properly administering classification and compensation rules, so that the integrity of the systems is maintained and enhanced. A key outcome of this proposal is to guarantee that a realistic sequenced three-year review cycle of all classifications is in place, including an assessment of compensation levels.

Technical Adjustments

Alternative Dispute Resolution (ADR) Adjustment to Accounts – \$23,800. The item is for increases in O&M accounts necessary to keep up with increases in workload. It assures that resources are available to support requested mediation and other services provided by the Alternate Dispute Resolution Program.

GENERAL GOVERNMENT PROGRAM PLAN

Reclassify Position to Support HR Unification - \$7,885. This request reclassifies an existing Information Systems Professional within Human Resources Administration to a Project / Program Manager IV position. The new position will help further implement the HR Unification Project. The position will assist HR management in analysis of state and federal laws, and King County Code, regulations and rules. Additionally the manager will take the lead in assigned projects for the development or modification of programs, policies, procedures, Personnel Guidelines, or Code provisions needed to stay current, compliant and proactive in a complex and constantly changing HR environment.

Central Rate Adjustments – (\$23,724). A net decrease in central rates is reflected in the proposed budget. Significant reductions are included for Flexible Benefits charge and Technology Services O&M charge. This is offset by a significant increase in the Facilities Management Space charge.

C O U N C I L A D O P T E D B U D G E T

Reduction to Layoff Recall Program – (\$80,726) / (1.0) FTE. *The Council Adopted budget did not fund the Project Program Manager III that was proposed to support the regional government employment consortium. However, there is no proviso or expenditure restriction to prevent the Human Resources Division from continuing this function within the five FTEs that are funded.*

Eliminate Performance Management Program Development – (\$92,288). *The Council Adopted budget did not fund the Performance Management Program Development.*

Eliminate Classification Compensation System Stabilization – (\$98,572) / (1.0) TLT . *The Council Adopted budget did not fund the Stabilization of the Classification Compensation System.*

GENERAL GOVERNMENT PROGRAM PLAN**Safety & Claims Management 5420/0666**

Code/Item #	Description	0666	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>25,081,714</i>	<i>27.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>3,240,535</i>	<i>0.00</i>	<i>0.00</i>
GG		Status Quo Budget	28,322,249	27.00	0.00
		0	0		

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Technical Adjustment					
TA50	Safety & Claims Revenue Adjustment		0	0.00	0.00
TA01	Safety & Claims Contingency Reserve		2,000,000	0.00	0.00
			2,000,000	0.00	0.00
Central Rate Adjustments					
CR11	Telecommunications Services		1,979	0.00	0.00
CR46	Countywide Strategic Technology Projects		(788)	0.00	0.00
CR20	Prosecuting Attorney Civil Division Charge		14,721	0.00	0.00
CR39	COLA Adjustment		(3,556)	0.00	0.00
CR12	Telecommunications Overhead		380	0.00	0.00
CR13	Motor Pool Usage Charge		(1,605)	0.00	0.00
CR14	Facilities Management Space Charge		(3,291)	0.00	0.00
CR09	Geographic Information Systems Charge		(3)	0.00	0.00
CR25	Financial Services Charge		63,536	0.00	0.00
CR15	Insurance Charges		130,508	0.00	0.00
CR47	Finance Payroll Projects		72	0.00	0.00
CR05	Current Expense Overhead Adjustment		4,145	0.00	0.00
CR08	Technology Services Infrastructure Charge		(168)	0.00	0.00
CR10	Office of Information Resource Management Charge		797	0.00	0.00
CR07	Technology Services Operations & Maintenance Charge		(20)	0.00	0.00
CR01	Flexible Benefits Charge		(10,368)	0.00	0.00
			196,339	0.00	0.00
		2005 Adopted Budget	30,518,588	27.00	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):

P1 PROVIDED THAT: Of this appropriation, \$200,000 shall not be expended unless the executive submits to the council by May 31, 2005, a plan to build reserves in order to meet claim liabilities in the safety and workers compensation fund. If the plan is not submitted by this date, \$200,000 from this appropriation may not be expended or encumbered until the plan has been submitted to the council.

The plan must be filed in the form of 15 copies with the clerk of the council who will retain the original and will forward copies to each councilmember and to the lead staff of the budget and fiscal management committee or its successor.

Safety & Claims Management

The total 2005 Budget for the Safety & Worker's Compensation appropriation unit is \$30,518,588 and staffed by 27.00 FTEs.

Technical Adjustments

Safety & Claims Contingency Reserve - \$2,000,000. This technical adjustment incorporates the contingency reserve approved in the 2004 2nd Quarter Omnibus Ordinance into the Safety & Claims budget.

Central Rate Adjustments - \$196,339. A net increase in central rates is reflected in the proposed budget. The most significant increase is in Insurance Charges for Excess Liability Insurance Premiums.

C O U N C I L A D O P T E D B U D G E T

Council made no changes to the 2005 Executive Proposed Budget.

**[Link to Safety & Claims Management Financial Plan, 14 KB
.pdf](#)**

GENERAL GOVERNMENT PROGRAM PLAN

Safety and Claims Management / 5420

	2003 Actual ¹	2004 Adopted ²	2004 Estimated ³	2005 Adopted	2006 Projected ⁴	2007 Projected ⁴
Beginning Fund Balance	8,012,716	9,980,614	8,050,148	7,797,981	9,171,280	12,716,685
Revenues						
* Charges for Services	21,908,261	23,559,922	23,559,922	28,846,294	34,615,553	41,538,663
* Miscellaneous Revenue	774,547	770,469	770,469	844,177	911,711	984,648
* Interest Income	245,780	479,531	479,531	201,416	282,869	448,668
Total Revenues	22,928,588	24,809,922	24,809,922	29,891,887	35,810,133	42,971,980
Expenditures						
* Direct Claim Expenditures				(18,746,974)	(21,559,020)	(24,792,873)
* Indirect Claim Expenditures				(4,600,000)	(5,060,000)	(5,566,000)
* Excess Insurance Premiums				(1,436,761)	(1,724,113)	(2,068,936)
* Operating Expenditures	(22,891,155)	(25,081,714)	(25,062,089)	(3,734,853)	(3,921,596)	(4,117,675)
* Contingency Reserve ⁵			(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)
Total Expenditures	(22,891,155)	(25,081,714)	(27,062,089)	(30,518,588)	(34,264,729)	(38,545,484)
Estimated Underexpenditures			2,000,000	2,000,000	2,000,000	2,000,000
Other Fund Transactions						
Total Other Fund Transactions	-	-	-	-	-	-
Ending Fund Balance	8,050,148	9,708,822	7,797,981	9,171,280	12,716,685	19,143,180
Less: Reserves & Designations						
* Worker's Compensation Claim L	(13,192,000)	(15,904,382)	(16,981,219)	(19,528,402)	(22,457,662)	(25,826,311)
* Worker's Compensation Claim R	5,141,852	6,195,560	9,183,238	10,357,121	9,740,977	6,683,131
Total Reserves & Designations	(8,050,148)	(9,708,822)	(7,797,981)	(9,171,280)	(12,716,685)	(19,143,180)
Ending Undesignated Fund Bala	-	-	-	-	-	-
Target Fund Balance ⁷	8,050,148	15,904,382	15,904,382	19,528,402	22,457,662	25,826,311

Financial Plan Notes:

¹ From 2003 CAFR.

² 2004 Council Adopted Budget.

³ From 2004 2nd Quarter Report.

⁴ In 2006 and 2007, assumes 20% increase in rate revenue, 8% increase in direct claim costs, 10% increase in indirect claim costs, 15% increase in excess insurance costs, and 5% increase in operating expenses.

⁵ Contingency Reserve was approved in the Second Quarter

Omnibus Ordinance, 2004 and is not revenue backed.

⁶ Worker's Compensation Claim Liabilities Reserve is assumed to

increase at the same rate as direct claim costs (15% in 2006 and 2007).

⁷ The target fund balance is equal to the total Worker's Compensation Liabilities Reserve.

GENERAL GOVERNMENT PROGRAM PLAN

Employee Benefits 5500/0429

Code/Item #	Description	0429	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>157,203,579</i>	<i>7.00</i>	<i>4.00</i>
		<i>Status Quo **</i>	<i>10,651,954</i>	<i>0.00</i>	<i>0.00</i>
GG		Status Quo Budget	167,855,533	7.00	4.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Program Change					
PC07	Disease Management & Health Promotion Programs		957,000	0.00	0.00
PC06	Puget Sound Health Partnership KC Contribution		200,000	0.00	0.00
PC05	PM - RFP Component of Health Care Initiative		87,658	0.00	1.00
PC04	PM - Education Component of Health Care Initiative		97,560	0.00	0.00
PC03	Admin Support for Executive Health Care Initiative		53,679	1.00	0.00
PC02	Benefit Health Info Project (BHIP) - Buisness Component		838,763	0.00	0.00
PC01	Benefit Health Info Project (BHIP) - Technical Component		3,044,399	0.00	0.00
			5,279,059	1.00	1.00
Revenue Backed					
RB01	Enrollment Fluctuation Contingency Revenue		0	0.00	0.00
			0	0.00	0.00
Technical Adjustment					
TA50	Actuarial Adjustment of Premium and Benefit Claims Payments		(8,195,751)	0.00	0.00
			(8,195,751)	0.00	0.00
Central Rate Adjustments					
CR47	Finance Payroll Projects		(974)	0.00	0.00
CR13	Motor Pool Usage Charge		750	0.00	0.00
CR39	COLA Adjustment		759	0.00	0.00
CR14	Facilities Management Space Charge		8,944	0.00	0.00
CR15	Insurance Charges		(645)	0.00	0.00
CR25	Financial Services Charge		(12,308)	0.00	0.00
CR11	Telecommunications Services		(868)	0.00	0.00
CR10	Office of Information Resource Management Charge		295	0.00	0.00
CR08	Technology Services Infrastructure Charge		1,783	0.00	0.00
CR05	Current Expense Overhead Adjustment		31,260	0.00	0.00
CR01	Flexible Benefits Charge		(4,992)	0.00	0.00
CR46	Countywide Strategic Technology Projects		(262)	0.00	0.00
CR12	Telecommunications Overhead		16	0.00	0.00
			23,758	0.00	0.00
Council Changes					
CC01	Benefits Survey Study		300,000	0.00	0.00
			300,000	0.00	0.00
2005 Adopted Budget			165,262,599	8.00	5.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Employee Benefits 5500/0429

Proviso(s):

ER1 EXPENDITURE RESTRICTION: Of this appropriation, \$161,079,437 shall be expended or encumbered solely for purposes other than benefit health information project implementation.

ER2 EXPENDITURE RESTRICTION: Of this appropriation, \$2,983,162 shall be expended solely on benefit health information project implementation after the council approves by motion the business case required by the proviso on CIP project 377143.

P1 PROVIDED THAT: Of this appropriation, \$200,000 shall not be expended or encumbered until after the council reviews and approves by motion a business case for the disease management, case management and health promotion programs. The business case shall include cost-benefit analyses and performance measures for each program and a description of their impacts on the flexible benefit rate. The business case for the disease management programs shall also include performance guarantees for disease management vendors. The business case shall be transmitted by motion by April 1, 2005. The business case and motion must be filed in the form of 15 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff for the labor, operations and technology committee or its successor.

P2 PROVIDED FURTHER THAT: It is the intent of the council to rebate \$6.7 million to the appropriate county funds from the employee benefits fund balance. The executive shall include in the first quarter corrections ordinance the adjustments to county agency budgets necessary to implement this intent.

Employee Benefits

The total 2005 Budget for the Employee Benefits Program appropriation unit is \$165,262,599, staffed by 8.00 FTEs and 5.00 TLTs.

Significant Program Reductions

Actuarial Adjustment of Premium and Benefit Claims Payments – (\$8,195,751). This item adjusts the benefits claims and premium expenditures to account for revised actuarial and enrollment estimates.

Significant Program Additions

Benefit Health Information Project (BHIP) – Technical Component - \$3,044,399. This proposal is for a technology project to investigate, buy, and / or build an automated tool for the 2007 benefits open enrollment process. This project supports the Executive's Health Care Initiative which was undertaken to control spiraling health care costs while providing quality health care to employees. In order to do this, benefit plans are anticipated to become much more complex. The project will develop and implement technology systems to support enrollment in the new benefit plans. The funds for this effort will be transferred from Employee Benefits fund to the Office of Information Resource Management (OIRM) capital fund and the project will be executed by the Benefit and Retirement Operations Section in Finance.

Benefit Health Information Project (BHIP) – Business Component - \$838,763. This proposal is for the business component of the BHIP. The business component will address the implementation of the new benefit designs that are currently in development and educating employees about actively managing their health. It is expected that this effort will continue into 2006. The funds for this effort will be transferred from Employee Benefits fund to the OIRM capital fund and the project will be executed by the Benefit and Retirement Operations Section in Finance.

Administrative Support for Health Care Initiative – \$53,679 / 1.00 FTE. This proposal provides administrative support to the professional staff on Health Care Initiative projects.

Project Manager for Education Component of Health Care Initiative – \$97,560. This request will provide subject matter expertise for the Employee Education Program to develop and promote a unified education / communication strategy and wellness campaign that presents complex health issues and information with a high level of clarity. Employee involvement in the initiative is critical to its success. The education program is a key component of the initiative.

Project Manager for RFP Component of Health Care Initiative – \$87,658 / 1.00 TLT. This proposal adds a term limited position to manage and coordinate the request for proposal (RFP) process for the vendor contracts of health and insurance programs. All 13 existing vendor contracts for health and insurance programs will be open as well as contracts for new services, such as disease management, nurse help line programs and utilization management. Overseeing the RFP process will require dedicated staff in order to provide the appropriate attention to detail and project management effort to ensure all steps are properly executed and completed on time.

King County Contribution to the Puget Sound Health Partnership - \$200,000. This proposal represents King County's contribution to the regional organization of stakeholders that will help reduce the estimated 41 percent waste in the healthcare system, as

GENERAL GOVERNMENT PROGRAM PLAN

recommended by the Health Advisory Task Force. Stakeholders are being invited to participate and share collective costs through the “Puget Sound Health Partnership.” Based on preliminary estimates, the Partnership will be appropriately funded if each employer-member makes an annual contribution equal to \$5 per person covered in their medical plan, capped at 40 thousand. King County has just over 40 thousand total individuals in our medical plans, which equates to a contribution of \$200 thousand.

Disease Management & Health Promotion Programs - \$957,000. This proposal implements the Health Advisory Task Force’s recommendations to provide employees with education and support to help them remain healthy. The array of services may include:

- A case management program to improve the coordination and effectiveness of care for the highest cost catastrophic and chronic disease claims;
- Comprehensive disease management programs for diabetes, chronic heart failure and coronary artery disease;
- A nurse advice line and enhanced member outreach;
- A specialist network based on clinical performance and cost efficiency.

Technical Adjustments

Central Rate Adjustments – \$23,758. A net increase in central rates is reflected in the proposed budget. Significant reductions in the Flexible Benefits charge and Financial Services charge are offset by an increase in the Current Expense Overhead Adjustment.

C O U N C I L A D O P T E D B U D G E T

Staff Support - \$300,000. *The Council Adopted budget includes funds to support two positions in the Office of the Executive in support of the King County Health Reform Initiative.*

Flexrate. *The Council Adopted budget lowered the Flexrate charged to all county agencies from \$980 per employee per month to \$935 per employee per month.*

[Link to Employee Benefits Financial Plan, 14 KB .pdf](#)

GENERAL GOVERNMENT PROGRAM PLAN

Employee Benefits / 5500

	2003 Actual ¹	2004 Adopted ²	2004 Estimated ³	2005 Adopted ⁴	2006 Projected ⁵	2007 Projected ⁵
Beginning Fund Balance	11,363,926	11,997,472	17,998,963	19,566,983	14,419,923	16,051,862
Revenues						
* Flexrate Recovery	117,173,415	143,996,501	143,001,801	141,612,373	162,316,639	180,570,900
* Interest Revenue	413,102	350,000	485,459	450,000	357,057	545,448
* Other Non-Flexrate Revenue	14,086,462	17,668,259	16,919,553	18,053,166	20,039,014	22,243,306
* Flexrate Rebate			(9,000,000)			
Total Revenues	131,672,978	162,014,760	151,406,813	160,115,539	182,712,710	203,359,654
Expenditures						
* Insurance Premiums	(122,855,528)	(151,456,780)	(142,403,378)	(153,917,664)	(170,848,607)	(189,641,954)
* Benefits Administration	(1,994,368)	(2,162,866)	(2,162,866)	(2,420,840)	(2,541,882)	(2,668,976)
* Puget Sound Health Alliance			(150,000)	(200,000)	(200,000)	(200,000)
* Enrollment Fluctuation Contingency ⁶		(3,583,933)	(3,583,933)	(3,583,933)	(3,583,933)	(3,583,933)
* Health Care Initiative Related Expenses ⁷			(1,538,616)	(5,140,162)	(3,906,349)	(278,495)
Total Expenditures	(124,849,896)	(157,203,579)	(149,838,793)	(165,262,599)	(181,080,771)	(196,373,358)
Estimated Underexpenditures						
Other Fund Transactions						
* GAAP Accounting Adjustments	(188,045)					
Total Other Fund Transactions	(188,045)	-	-	-	-	-
Ending Fund Balance	17,998,963	16,808,653	19,566,983	14,419,923	16,051,862	23,038,158
Less: Reserves & Designations						
* Incurred But Not Reported (IBNR) ⁸	(13,192,000)	(18,501,272)	(14,741,375)	(16,549,184)	(18,369,594)	(20,390,250)
* IBNR Shortfall		1,692,619		2,129,261	2,317,732	
* Rate Stabilization Reserve ⁹			(4,825,608)	-	-	(2,647,909)
* Claims Fluctuation Reserve (CFR)	(4,681,680)	(5,594,231)				
* CFR Shortfall		5,594,231				
Total Reserves & Designations	(17,873,680)	(16,808,653)	(19,566,983)	(14,419,923)	(16,051,862)	(23,038,159)
Ending Undesignated Fund Balance	125,283	(0)	0	0	(0)	(0)
Target Fund Balance¹⁰	17,873,680	24,095,503	19,566,983	14,419,923	18,369,594	23,038,159

Financial Plan Notes:

¹ From 2003 CAFR

² 2004 Council Adopted Budget

³ From 2004 3rd Quarter Report

⁴ Flex Rate Revenues are based on an increase of 3% (\$980) and an embedded rebate of \$6.7M, which brings the flexrate to \$935, and an FTE count of 12,302. All other Non-Flexrate Revenue, Insurance Premium, and Administrative Expenditures are from 2005 (8/2/2004) Actuary Report.

⁵ Rates are projected to rise 15% in 2006 and 11% in 2007, revenues and

⁶ Enrollment Fluctuation Contingency is assumed to be revenue backed and is held constant due to healthy fund balance and historic underexpenditure in this area.

⁷ Expenses related to recommendations in the Health Advisory Task Force to reduce healthcare costs in the future. Includes BHIP and Disease Management Programs.

⁸ In 2006 and 2007, IBNR is projected based on a 11% annual increase.

⁹ The Rate Stabilization Reserve will be utilized to minimize rate fluctuations in the future.

GENERAL GOVERNMENT PROGRAM PLAN

Executive Services - Administration 0010/0417

Code/Item #	Description	0417	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>1,832,830</i>	<i>17.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>88,293</i>	<i>0.00</i>	<i>0.00</i>
GG		Status Quo Budget	1,921,123	17.00	0.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Program Change					
PC01	Web Support for Board of Ethics		5,000	0.00	0.00
PC02	Project Manager Officer		122,956	1.00	0.00
			127,956	1.00	0.00
Technical Adjustment					
TA50	Revenue Adjustment		0	0.00	0.00
			0	0.00	0.00
Transition Fund					
TF26	DES PC Equipment Replacement - OCR		4,680	0.00	0.00
TF05	DES PC Equipment Replacement		3,000	0.00	0.00
			7,680	0.00	0.00
Central Rate Adjustments					
CR11	Telecommunications Services		(345)	0.00	0.00
CR12	Telecommunications Overhead		265	0.00	0.00
CR13	Motor Pool Usage Charge		709	0.00	0.00
CR14	Facilities Management Space Charge		32,307	0.00	0.00
CR20	Prosecuting Attorney Civil Division Charge		(8,504)	0.00	0.00
CR22	Long Term Leases		29,614	0.00	0.00
CR10	Office of Information Resource Management Charge		473	0.00	0.00
CR36	Property Services Lease Administration Fee		353	0.00	0.00
CR35	Underexpenditure		(2,251)	0.00	0.00
CR25	Financial Services Charge		1,445	0.00	0.00
CR08	Technology Services Infrastructure Charge		581	0.00	0.00
CR07	Technology Services Operations & Maintenance Charge		1,670	0.00	0.00
CR01	Flexible Benefits Charge		(6,912)	0.00	0.00
CR09	Geographic Information Systems Charge		(5)	0.00	0.00
CR39	COLA Adjustment		(668)	0.00	0.00
			48,732	0.00	0.00
2005 Adopted Budget			2,105,491	18.00	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Department of Executive Services (DES) Administration

The total 2005 Budget for DES Administration is \$2,105,491 and staffed by 18.0 FTEs. This agency includes the Department of Executive Services Administrative Office, the Board of Ethics, the Office of Civil Rights and the Civil Rights Commission.

Significant Program Additions

Project Manager Officer - \$122,956 / 1.0 FTE. This proposal funds a Project manager position to provide staffing, oversight and support to DES' efforts in managing or implementing department and county-wide information technology and internal service projects. These projects are large in scope, highly visible, politically sensitive and have significant financial impact. This position will provide needed expertise at the department level consistent with other departments of similar size in the county.

Web Support for Board of Ethics - \$5,000. This proposal provides funding for web support services to the Board of Ethics.

DES PC Equipment Replacement - \$7,680. This request provides funding for expenditures consistent with the DES Equipment Replacement Plan for Desktop and Laptop Computers for DES Administration and the Office of Civil Rights.

Technical Adjustments

Central Rate Adjustments - \$48,732. A net increase in central rates is reflected in the proposed budget. Significant adjustments are included for Long Term Lease and Facilities Management Charges.

C O U N C I L A D O P T E D B U D G E T

Council made no changes to the 2005 Executive Proposed Budget.

GENERAL GOVERNMENT PROGRAM PLAN

ITS--Technology Services 5531/0432

Code/Item #	Description	0432	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>23,651,628</i>	<i>135.50</i>	<i>5.00</i>
		<i>Status Quo **</i>	<i>1,018,441</i>	<i>0.00</i>	<i>0.00</i>
GG		Status Quo Budget	24,670,069	135.50	5.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Administrative Service Reductions					
AS01	Eliminate Comm Specialist		(68,275)	0.00	(1.00)
AS02	Data Entry Consolidation		(161,576)	(2.50)	0.00
			(229,851)	(2.50)	(1.00)
Program Change					
PC06	Security Engineer		90,425	1.00	0.00
PC04	ADSS Group Manager		107,733	1.00	0.00
PC07	ITS Asset Manager		68,275	1.00	0.00
PC11	Systems and Network Engineers		259,599	3.00	0.00
PC03	UASI Initiative Implementation Support		90,425	0.00	1.00
			616,457	6.00	1.00
Revenue Backed					
RB07	Systems Engineer for DSS SLA's		173,112	2.00	0.00
RB05	Oracle Development_Application Support		90,425	1.00	0.00
			263,537	3.00	0.00
Technical Adjustment					
TA16	Revenue Update		0	0.00	0.00
TA01	Data Center Equipment Replacement		60,000	0.00	0.00
TA15	Salary and Wage Contingency Adjustment		(350,518)	0.00	0.00
			(290,518)	0.00	0.00
Technology Requests					
IT01	Desktop and Department Optimization		79,380	0.00	0.00
IT02	Wireless Networking		106,432	0.00	0.00
IT03	Inter Department Collaboration		73,565	0.00	0.00
IT04	Web Content Management System		155,975	0.00	0.00
			415,352	0.00	0.00
Central Rate Adjustments					
CR25	Financial Services Charge		32,224	0.00	0.00
CR21	Debt Service Adjustment		(108,219)	0.00	0.00
CR01	Flexible Benefits Charge		(56,448)	0.00	0.00
CR14	Facilities Management Space Charge		(437)	0.00	0.00
CR13	Motor Pool Usage Charge		3,271	0.00	0.00
CR12	Telecommunications Overhead		(12,878)	0.00	0.00
CR11	Telecommunications Services		(30,855)	0.00	0.00

GENERAL GOVERNMENT PROGRAM PLAN**ITS--Technology Services 5531/0432**

Code/Item #	Description	0432	Expenditures	FTEs*	TLPs
CR05	Current Expense Overhead Adjustment		9,778	0.00	0.00
CR09	Geographic Information Systems Charge		(14)	0.00	0.00
CR07	Technology Services Operations & Maintenance Charge		(226)	0.00	0.00
CR22	Long Term Leases		(51,805)	0.00	0.00
CR10	Office of Information Resource Management Charge		4,341	0.00	0.00
CR36	Property Services Lease Administration Fee		417	0.00	0.00
CR20	Prosecuting Attorney Civil Division Charge		(19,726)	0.00	0.00
CR39	COLA Adjustment		(8,449)	0.00	0.00
CR47	Finance Payroll Projects		2,720	0.00	0.00
CR46	Countywide Strategic Technology Projects		(4,200)	0.00	0.00
			(240,506)	0.00	0.00
Council Changes					
CC01	Reduce Group Manager		(107,733)	(1.00)	0.00
CC02	Reduce UASI Analyst		(90,425)	0.00	(1.00)
CC03	Reduce Asset Manager		(68,275)	(1.00)	0.00
CC04	Reduce Security Engineer		(90,425)	(1.00)	0.00
CC05	Reduce Systems Engineers		(259,599)	(3.00)	0.00
CC06	Add Group Manager FTE		107,733	1.00	0.00
CC07	Add Asset Manager TLT		68,275	0.00	1.00
			(440,449)	(5.00)	0.00
2005 Adopted Budget			24,764,091	137.00	5.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):

P1 PROVIDED THAT: It is the intent of council that the executive will transmit a business case for reorganization of information technology functions countywide. Furthermore, it is the intent of council that the business case for this reorganization shall include at least two options: (1) a status quo option; and (2) an option with some level of centralization countywide based on the primary criterion of cost savings. The business case shall also include a cost-benefit analysis and organizational structure for each option. The business case shall also include a preferred option and the criteria used to select the preferred option.

ITS – Technology Services

The total 2005 Budget for ITS – Technology Services is \$24,764,091, staffed by 137 FTEs and 5.0 TLTs.

Significant Program Reductions:

Data Entry Consolidation - (\$161,576) / (2.5 FTEs). This proposal creates one consolidated Data Entry work unit in the Financial Management Section (FMS) within FBOD. There are currently five data entry operators in Treasury Operations and two operators in Information and Telecommunications Services (ITS) that will move to FMS. This change will reduce overtime costs and eliminate a vacant 0.5 FTE lead operator in ITS. This service will continue to be billed out under the financial services rate model, including the two positions that are currently included in ITS rates.

Eliminate Communication Specialist - (\$68,275) / (1.0 TLT). The on-going work of the term limited position will be absorbed by existing staff.

Significant Program Additions:

UASI Initiative Implementation Support - \$90,425 / 1.0 TLT. This position is to manage, coordinate, and provide staff support to Urban Areas Security Initiative (UASI) grant funded projects and their integration with other, related initiatives, such as County-wide business continuity.

ADSS Group Manager - \$107,733 / 1.0 FTE. The additional Applications Development and System Support (ADSS) Group Manager will support the increasing workload of the ADSS Section in the areas of e-Commerce, Oracle Financials, and Law, Safety and Justice Integration. ADSS has also become the client focal point for a number of client management relationships within ITS and is taking on development and support of major new technologies and systems.

Security Engineer - \$90,425 / 1.0 FTE. This position is responsible for engineering security into any new technology initiatives, and retrofitting existing systems as appropriate. This need has been validated by the network infrastructure optimization (NIO) project audit, security assessments and strategic plan findings. This need reflects the county's awareness of the on-going risk involving the security of information, particularly in enterprise-wide infrastructures supported by ITS.

ITS Asset Manager - \$68,275 / 1.0 FTE. This position staffs the asset management function within ITS. The manager will allow the division to research and implement best practice procedures related to Asset Management and equipment replacement.

Systems and Network Engineers - \$259,599 / 3.0 FTEs. These positions will support the enterprise-wide network and system infrastructure operated by ITS. There are currently 12 staff members supporting the combined responsibilities of Network Engineering and the Network Operations Center (NOC). This staffing level is not adequate and cannot keep pace with the increasing demands on the existing systems for new services, sustained operations and security enhancements. The three positions will provide resources that are critically needed to maintain ongoing support, troubleshoot issues as they emerge, provide routine maintenance and upgrade programs, and better address the evolving needs of the customers.

Oracle Development Application Support - \$90,425 / 1.0 FTE. The recent Oracle financials upgrade has introduced an environment that is more complex to support and

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manage from infrastructure, application and reporting environment perspectives. This position will provide adequate resources to support an on-going operational and minor improvement role. This initiative is revenue-backed by customer Service Level Agreements.

Systems Engineer for DSS SLA's - \$173,112 / 2.0 FTEs. Two positions will respond to customer's demand for server maintenance, database support, and backup services. Current Service Level Agreement (SLA) requirements for all customers indicate that current staff levels cannot support the number of hours committed to customers through SLA's. This initiative is revenue-backed by customer agreements.

Technology Requests

Desktop and Department Optimization	\$79,380
Wireless Networking	\$106,432
Inter Department Collaboration	\$73,565
Web Content Management System	\$155,975

Technical Adjustment

Data Center Equipment Replacement - \$60,000. This proposal establishes an equipment replacement reserve in capital to replace data center equipment. This reflects ITS effort and commitment to establish equipment replacement for all ITS funds. Major equipment in the data center not covered by other replacement plans consists of the mainframe and peripherals.

Salary and Wage Contingency Adjustment - (\$350,518). This technical adjustment decreases ITS' Salary and Wage Contingency Account to reflect the anticipated 2005 impact of wage settlements.

Central Rate Adjustments - (\$240,506). A net decrease in central rates is reflected in the proposed budget. Significant reductions are included for Flexible Benefits Charge, Telecommunications Services, Debt Service Adjustment, and Long Term Leases. Significant increases are proposed for Debt Service and Financial Services Charges.

C O U N C I L A D O P T E D B U D G E T

Council made the following changes to Executive Proposed positions:

Reduce UASI Implementation Support – (\$90,425) / (1.0 TLP).

Reduce Asset Manager - \$0 / (1.0 FTE) 1.0 TLP.

Reduce Security Engineer – (\$90,425) / (1.0 FTE).

Reduce Systems and Network Engineers – (\$259,599) / (3.0 FTE).

[Link to ITS Technology Services Financial Plan, 12 KB .pdf](#)

GENERAL GOVERNMENT PROGRAM PLAN

Fund 5531 - ITS Technology Services 0432

	2003 Actual ¹	2004 Adopted	2004 Estimated ²	2005 Adopted	2006 Projected ³	2007 Projected ³
Beginning Fund Balance	3,364,938	1,383,627	3,142,967	1,724,113	1,603,723	2,152,224
Revenues						
* Central Rate charges to other funds	19,056,920	20,329,259	20,329,259	21,901,792	22,996,882	24,146,726
* Rates for equipment replacement		538,088	538,088	571,433	605,719	605,719
* CX transfer (Enterprise Licensing)	991,447	991,477	991,477	900,083	900,083	900,083
* Other revenue (incl. External customers & ITS)	1,959,022	1,309,227	1,309,227	1,270,393	1,270,393	1,270,393
Total Revenues	22,007,389	23,168,051	23,168,051	24,643,701	25,773,077	26,922,921
Expenditures						
* Operating	(21,600,095)	(22,966,540)	(22,861,145)	(24,192,658)	(24,618,858)	(25,849,801)
* Encumbrance Carryover	(262,012)		(519,672)			
* Class Comp Supplemental			(521,000)			
* Asset Management		(147,000)	(147,000)			
* Transfer to ITS Capital Fund	(367,253)	(538,088)	(538,088)	(571,433)	(605,719)	(605,719)
Total Expenditures	(22,229,360)	(23,651,628)	(24,586,905)	(24,764,091)	(25,224,577)	(26,455,520)
Estimated Underexpenditures						
Other Fund Transactions						
*						
*						
Total Other Fund Transactions	0	0	0	0	0	0
Ending Fund Balance	3,142,967	900,050	1,724,113	1,603,723	2,152,224	2,619,626
Reserves & Designations						
* Class Comp Reserve			(287,968)	(50,000)		
* Reserve for capital equipment replacement ⁵	(525,000)		(525,000)	(119,650)	(217,954)	(316,255)
* Encumbrance Carry-Over	(519,672)					
Total Reserves & Designations	(1,044,672)	0	(812,968)	(169,650)	(217,954)	(316,255)
Ending Undesignated Fund Balance	2,098,295	900,050	911,145	1,434,073	1,934,270	2,303,371
Target Fund Balance ⁴	648,003	688,996	685,834	725,780	738,566	775,494

Financial Plan Notes:

¹ 2003 Actuals are from the 2003 CAFR.

² 2004 Estimated is based on updated projection 06/04

³ 2006 and 2007 Projected are based on 5% increase in central rates and 5% increase in expenditure

⁴ Target fund balance is based on 3% of target operating expenditures

⁵ Reserve to fund DES/ITS owned equipment replacement

GENERAL GOVERNMENT PROGRAM PLAN**ITS--Telecommunications 5532/0433**

Code/Item #	Description	0433	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>2,273,491</i>	<i>8.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>(578,758)</i>	<i>0.00</i>	<i>0.00</i>
GG		Status Quo Budget	1,694,733	8.00	0.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Technical Adjustment				
TA15	Update Revenue for Telecom	0	0.00	0.00
		0	0.00	0.00
Central Rate Adjustments				
CR12	Telecommunications Overhead	29,850	0.00	0.00
CR47	Finance Payroll Projects	(200)	0.00	0.00
CR46	Countywide Strategic Technology Projects	(233)	0.00	0.00
CR39	COLA Adjustment	(1,210)	0.00	0.00
CR20	Prosecuting Attorney Civil Division Charge	(842)	0.00	0.00
CR01	Flexible Benefits Charge	(3,072)	0.00	0.00
CR11	Telecommunications Services	93,215	0.00	0.00
CR10	Office of Information Resource Management Charge	236	0.00	0.00
CR08	Technology Services Infrastructure Charge	186	0.00	0.00
CR07	Technology Services Operations & Maintenance Charge	(18,056)	0.00	0.00
CR05	Current Expense Overhead Adjustment	2,233	0.00	0.00
CR21	Debt Service Adjustment	(1)	0.00	0.00
CR25	Financial Services Charge	1,622	0.00	0.00
		103,728	0.00	0.00
2005 Adopted Budget		1,798,461	8.00	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):

P1 PROVIDED THAT: The executive shall provide a progress report on the network infrastructure optimization project by May 1, 2005.

This progress report shall document cost savings achieved from implementation of measures identified in the 2003 network infrastructure optimization project proviso response. This progress report shall provide an evaluation of voice-over internet protocol and wireless trials and pilots. The chief information officer shall be responsible for overseeing completion of this report with cooperation of all county agencies and departments. The progress report must be filed in the form of 15 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff for the labor, operations and technology committee or its successor.

GENERAL GOVERNMENT PROGRAM PLAN

ITS – Telecommunications

The total 2005 Budget for ITS – Telecommunications is \$1,798,461, and staffed by 8.0 FTEs.

Technical Adjustments

Central Rate Adjustments – \$103,728. A net increase in central rates is reflected in the proposed budget. Significant additions are included for Telecommunications O&M. The increase reflects budget adjustments to capture the cost of common lines connections for all phone lines. The budget was previously allocated in agencies direct charges.

C O U N C I L A D O P T E D B U D G E T

Council made no changes to the 2005 Executive Proposed Budget.

[Link to ITS Telecommunications Financial Plan, 11 KB .pdf](#)

Fund - 5532 - ITS Telecommunications 0433

	2003 Actual ¹	2004 Adopted	2004 Estimated ²	2005 Adopted	2006 Projected ³	2007 Projected ³
Beginning Fund Balance	1,912,034	1,754,547	1,998,594	1,384,798	1,493,990	1,669,681
Revenues						
* Services to County agencies	1,562,697	1,454,411	1,454,411	1,694,733	1,779,470	1,868,443
* Surcharge for equipment replacement	181,335	174,835	174,835	181,920	181,920	181,920
* Bond Surcharge & Miscellaneous	217,868	33,990	33,990	31,000	31,000	31,000
Total Revenues	1,961,900	1,663,236	1,663,236	1,907,653	1,992,390	2,081,363
Expenditures						
* Operating	(1,575,340)	(1,608,491)	(1,602,676)	(1,798,461)	(1,816,698)	(1,907,533)
* Overhead cost Technical Adjustment						
* Encumbrance Carryover			(9,356)			
* Transfer to ITS Capital Fund - Telecom Billing System		(25,000)	(25,000)			
* Transfer to OIRM Capital (Network Optimization)		(640,000)	(640,000)			
* Telemanagement System Alternatives						
* Transfer to OIRM Capital (Network Optimizat	(300,000)					
*						
Total Expenditures	(1,875,340)	(2,273,491)	(2,277,032)	(1,798,461)	(1,816,698)	(1,907,533)
Estimated Underexpenditures						
Other Fund Transactions						
*						
*						
Total Other Fund Transactions	0	0	0	0	0	0
Ending Fund Balance	1,998,594	1,144,292	1,384,798	1,493,990	1,669,681	1,843,511
Reserves & Designations						
* Designated for equipment replacement ⁵	(753,541)	(813,867)	(928,376)	(1,110,296)	(1,292,216)	(1,474,136)
* Encumbrance Carryover	(9,356)					
* Network Optimization & Billing Syst.	(665,000)					
* Reserve for VoiceMail Replacement	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)
*						
Total Reserves & Designations	(1,677,897)	(1,063,867)	(1,178,376)	(1,360,296)	(1,542,216)	(1,724,136)
Ending Undesignated Fund Balance	320,697	80,425	206,422	133,694	127,465	119,375
Target Fund Balance ⁴	78,767	80,425	80,134	89,923	90,835	95,377

Financial Plan Notes:

¹ 2003 Actuals are from the 2003 CAFR.

² 2004 Estimated is based on adjusted 2004 2nd Quarter Report

³ 2006 and 2007 Projected are based on 5% increase in revenue and 5% increase in expenditure

⁴ Target fund balance is based on 5% of operating expenditure

⁵ Equipment replacement reserve is collected from a dedicated equipment surcharge

GENERAL GOVERNMENT PROGRAM PLAN

ITS-Printing & Graphic Arts 5600/0415

Code/Item #	Description	0415	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>3,630,347</i>	<i>18.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>38,953</i>	<i>0.00</i>	<i>0.00</i>
GG					
		Status Quo Budget	3,669,300	18.00	0.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Technical Adjustment					
TA15	Revenue for P&G		0	0.00	0.00
			0	0.00	0.00
Central Rate Adjustments					
CR47	Finance Payroll Projects		471	0.00	0.00
CR46	Countywide Strategic Technology Projects		(554)	0.00	0.00
CR39	COLA Adjustment		(2,153)	0.00	0.00
CR36	Property Services Lease Administration Fee		(1,670)	0.00	0.00
CR25	Financial Services Charge		1,402	0.00	0.00
CR01	Flexible Benefits Charge		(6,912)	0.00	0.00
CR22	Long Term Leases		(14,632)	0.00	0.00
CR05	Current Expense Overhead Adjustment		265	0.00	0.00
CR12	Telecommunications Overhead		219	0.00	0.00
CR11	Telecommunications Services		(398)	0.00	0.00
CR10	Office of Information Resource Management Charge		562	0.00	0.00
CR08	Technology Services Infrastructure Charge		(664)	0.00	0.00
CR07	Technology Services Operations & Maintenance Charge		(525)	0.00	0.00
			(24,589)	0.00	0.00
		2005 Adopted Budget	3,644,711	18.00	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

ITS - Printing and Graphic Arts

The total 2005 Budget for ITS – Printing and Graphic Arts (PGA) is \$3,644,711, staffed by 18.0 FTEs.

Technical Adjustments

Central Rate Adjustments – (\$24,589). A net decrease in central rates is reflected in the proposed budget. Significant decreases are included for Long-Term Lease costs and Flex Benefits.

C O U N C I L A D O P T E D B U D G E T

Council made no changes to the 2005 Executive Proposed Budget.

[Link to Printing & Graphic Arts Financial Plan, 11 KB .pdf](#)

Printing and Graphics / 5600

	2003 Actual ¹	2004 Adopted	2004 Estimated ²	2005 Adopted	2006 Projected ³	2007 Projected ³
Beginning Fund Balance	490,575	239,357	289,289	209,029	208,630	267,961
Revenues						
Charges for Services to County Agencies	3,286,030	3,575,626	3,575,626	3,644,312	3,826,528	4,017,854
*						
*						
Total Revenues	3,286,030	3,575,626	3,575,626	3,644,312	3,826,528	4,017,854
Expenditures						
Operating Expenditures	(3,487,316)	(3,455,347)	(3,442,990)	(3,549,711)	(3,727,197)	(3,913,556)
Equipment Replacement		(175,000)	(175,000)	(95,000)	(40,000)	
Encumbrance Carryover			(37,896)			
Total Expenditures	(3,487,316)	(3,630,347)	(3,655,886)	(3,644,711)	(3,767,197)	(3,913,556)
Estimated Underexpenditures						
Other Fund Transactions						
*						
*						
Total Other Fund Transactions	0	0	0	0	0	0
Ending Fund Balance	289,289	184,636	209,029	208,630	267,961	372,259
Reserves & Designations						
Encumbrance Carryover	(37,896)					
Equipment Replacement	(150,000)	(54,076)	(54,076)	(10,025)	(81,601)	(176,581)
*						
Total Reserves & Designations	(187,896)	(54,076)	(54,076)	(10,025)	(81,601)	(176,581)
Ending Undesignated Fund Balance	101,393	130,560	154,953	198,605	186,360	195,678
Target Fund Balance ⁴	174,366	172,767	172,150	177,486	186,360	195,678

Financial Plan Notes:

¹ 2003 Actuals are from the 2003 CAFR.

² 2004 Estimated is based on adjusted 2004 2nd Quarter Report.

³ 2006 and 2007 Projected are based on 5% growth rate.

⁴ Target fund balance is based on 5% of operating expenditure.

GENERAL GOVERNMENT PROGRAM PLAN**Cable Communications 0010/0437**

Code/Item #	Description	0437	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>316,905</i>	<i>2.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>(119,229)</i>	<i>0.00</i>	<i>0.00</i>
GG		Status Quo Budget	197,676	2.00	0.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Technical Adjustment				
TA50	Revenue Adjustment	0	0.00	0.00
		0	0.00	0.00
Central Rate Adjustments				
CR08	Technology Services Infrastructure Charge	(127)	0.00	0.00
CR39	COLA Adjustment	(212)	0.00	0.00
CR35	1.25% Underexpenditure Contra	36	0.00	0.00
CR25	Financial Services Charge	(319)	0.00	0.00
CR13	Motor Pool Usage Charge	3,254	0.00	0.00
CR12	Telecommunications Overhead	(56)	0.00	0.00
CR11	Telecommunications Services	(377)	0.00	0.00
CR10	Office of Information Resource Management Charge	59	0.00	0.00
CR01	Flexible Benefits Charge	(1,152)	0.00	0.00
		1,106	0.00	0.00
2005 Adopted Budget		198,782	2.00	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Cable Communications

The total 2005 Budget for ITS –Cable Communications is \$198,782 and includes funding for 2.0 FTEs

Technical Adjustments

Central Rate Adjustments – \$1,106. A net increase in central rates is reflected in the proposed budget. The increase in rates is due to an increase in the Motor Pool rates.

C O U N C I L A D O P T E D B U D G E T

Council made no changes to the 2005 Executive Proposed Budget.

GENERAL GOVERNMENT PROGRAM PLAN

I-NET Operations 4531/0490

Code/Item #	Description	0490	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>1,720,680</i>	<i>7.00</i>	<i>1.00</i>
		<i>Status Quo **</i>	<i>141,131</i>	<i>0.00</i>	<i>0.00</i>
GG		Status Quo Budget	1,861,811	7.00	1.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Administrative Service Reductions					
AS01	Marketing Manager		(78,037)	0.00	(1.00)
			(78,037)	0.00	(1.00)
Program Change					
PC01	I-Net Customer Survey		32,000	0.00	0.00
PC02	I Net Site Equipment Replacement		39,140	0.00	0.00
			71,140	0.00	0.00
Technical Adjustment					
TA15	I-Net Revenue		0	0.00	0.00
TA02	Loan Out Labor - NOC Manager		(50,540)	0.00	0.00
TA01	Equipment Maintenance		165,849	0.00	0.00
			115,309	0.00	0.00
Central Rate Adjustments					
CR12	Telecommunications Overhead		401	0.00	0.00
CR13	Motor Pool Usage Charge		(6,230)	0.00	0.00
CR21	Debt Service Adjustment		731,737	0.00	0.00
CR25	Financial Services Charge		11,864	0.00	0.00
CR39	COLA Adjustment		(3,219)	0.00	0.00
CR01	Flexible Benefits Charge		(2,688)	0.00	0.00
CR08	Technology Services Infrastructure Charge		(171)	0.00	0.00
CR47	Finance Payroll Projects		5	0.00	0.00
CR10	Office of Information Resource Management Charge		236	0.00	0.00
CR11	Telecommunications Services		3,316	0.00	0.00
CR05	Current Expense Overhead Adjustment		378	0.00	0.00
CR46	Countywide Strategic Technology Projects		(232)	0.00	0.00
			735,397	0.00	0.00
2005 Adopted Budget			2,705,620	7.00	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

ITS – I-Net Operations

The 2005 Budget for I-Net (Institutional Network) Operations is \$2,705,620, which includes funding for 7.0 FTEs.

Significant Program Reductions:

Marketing Manager - (\$78,037) / (1.0 TLT). Budget adjustments reflect a \$26,130 addition of loan-in labor and a decrease of term limited position labor of \$104,520. The I-Net proposed budget reduces a term limited Marketing Manager position. This position has been vacant since late 2003. The budget for a position in the Technology Services fund is being adjusted to reflect a planned resource utilization of approximately one quarter full time equivalent of marketing and sales capacity loaned to I-Net. In the original planning for I-Net, the marketing function was planned as a full-time manager while sites were still being developed, major agencies were being enrolled, potential subscribers were educated on services offered, and I-Net was getting established as a credible service provider in the marketplace. As planned, the intense marketing requirements for I-Net have diminished as major agencies have been enrolled. Marketing the I-Net transport value as well as other value added services, is conducted along with other ITS services through an ITS manager who is capable of supporting a wide range of technology marketing and sales needs. If I-Net requires a higher level of dedicated marketing support than planned, additional time will be allocated to I-Net.

Significant Program Additions:

I-Net Customer Survey - \$32,000. This proposal provides funding for conducting a survey for the existing I Net customers. This is consistent with consultant (Gartner) and Auditor recommendations for periodically assessing customer satisfaction.

I-Net Site Equipment Replacement - \$39,140. In addition to equipment changes required to support the needs of existing customers, I-Net has introduced a new service offering tailored to the needs of smaller jurisdictions. This initiative provides funding for I-Net to purchase new site equipment to support these requirements.

Technical Adjustments

Equipment Maintenance - \$165,849. This proposal funds a change to the maintenance contract for I-Net site equipment. Under the new approach, equipment will be updated periodically. This will extend the useful life of the equipment and reduce the level required for equipment replacement reserve amount. The avoided cost of this new approach is over \$305 thousand per year.

Loan Out Labor – Network Operations Center (NOC) Manager – (\$50,540). Loan in and out labor adjustments based on the task and duties that NOC manager will provide in 2005. The budget for this position currently resides in I-Net.

Central Rate Adjustments – \$735,397. A net increase in central rates is reflected in the proposed budget. The change reflects an increase in Debt Service of \$731,737, resulting from the transfer of existing I-NET debt service from the capital fund to the operating fund. Other central rate adjustments total \$3,660.

GENERAL GOVERNMENT PROGRAM PLAN

Council made no changes to the 2005 Executive Proposed Budget.

Link to I-NET Financial Plan 11 KB .pdf

Institutional Network (I-NET) Fund 4531

	2003 Actual ¹	2004 Adopted	2004 Estimated ²	2005 Adopted	2006 Projected ³	2007 Projected ³
Beginning Fund Balance	207,805	238,394	155,502	103,254	271,950	493,818
Revenues						
Charges for services	1,060,665	1,463,078	1,397,392	1,762,139	2,023,273	2,068,876
Interest earnings	9,630	5,606	12,924	19,444	24,667	40,976
Transfer from INET Capital Fund		278,000	137,842	66,621		
PEG fees				972,000	988,920	873,120
Total Revenues	1,070,295	1,746,684	1,548,158	2,820,204	3,036,860	2,982,972
Expenditures						
Operating Expenditures	(1,122,598)	(1,720,680)	(1,477,057)	(2,705,620)	(2,814,992)	(2,783,674)
Equipment Purchase			(148,900)			
Encumbrance Carryover			(7,111)			
Total Expenditures	(1,122,598)	(1,720,680)	(1,633,068)	(2,705,620)	(2,814,992)	(2,783,674)
Estimated Underexpenditures ⁵			32,661	54,112		
Other Fund Transactions						
*						
*						
Total Other Fund Transactions	0	0	0	0	0	0
Ending Fund Balance	155,502	264,398	103,254	271,950	493,818	693,116
Reserves & Designations						
Encumbrance Carryover	(7,111)					
Video Project Fund Reserves	(13,679)		0	(15,404)	(51,582)	(102,083)
Equipment Replacement Reserves	(82,986)	(178,364)	(26,190)	(32,420)	(48,915)	(100,000)
Fiber Plan Repair Reserves						
Total Reserves & Designations	(103,776)	(178,364)	(26,190)	(47,824)	(100,497)	(202,083)
Ending Undesignated Fund Balance	51,726	86,034	77,064	224,126	393,321	491,033
Target Fund Balance ⁴	56,130	86,034	72,220	120,019	130,750	129,184

Financial Plan Notes:

¹ 2003 Actuals are from the 2003 CAFR.

² 2004 Estimated is based on the revised 2nd quarter Financial Plan and estimated benefit savings

³ 2006 and 2007 Projected are based on the 2nd quarter Financial Plan projection

⁴ Target fund balance is based on 5% of Operating expenditures minus capital outlays and estimated underexpenditures

⁵ Estimated underexpenditures is equal to 2% of operating expenditures

Records, Elections & Licensing Services 0010/0470

Code/Item #	Description	0470	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>21,082,257</i>	<i>151.38</i>	<i>1.00</i>
		<i>Status Quo **</i>	<i>(260,461)</i>	<i>0.00</i>	<i>0.00</i>
GG		Status Quo Budget	20,821,796	151.38	1.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Administrative Service Reductions					
AS02	Taxi Program \$96,535 Revenue in Lieu of Reduction		0	0.00	0.00
AS01	Salary & Wage Contingency Reduction		(240,000)	0.00	0.00
AS04	Employee Benefits Savings in Lieu of Reduction		(11,275)	(0.05)	0.00
			(251,275)	(0.05)	0.00
Program Change					
PC01	Election Mngmnt & Voter Registration System Maintenance		194,891	1.00	0.00
			194,891	1.00	0.00
Technical Adjustment					
TA50	Revenue Adjustment		0	0.00	0.00
			0	0.00	0.00
Central Rate Adjustments					
CR12	Telecommunications Overhead		4,753	0.00	0.00
CR07	Technology Services Operations & Maintenance Charge		(223,701)	0.00	0.00
CR08	Technology Services Infrastructure Charge		1,901	0.00	0.00
CR09	Geographic Information Systems Charge		(633)	0.00	0.00
CR01	Flexible Benefits Charge		(60,288)	0.00	0.00
CR11	Telecommunications Services		10,230	0.00	0.00
CR13	Motor Pool Usage Charge		20,324	0.00	0.00
CR14	Facilities Management Space Charge		(2,872)	0.00	0.00
CR22	Long Term Leases		(5,333)	0.00	0.00
CR25	Financial Services Charge		49,086	0.00	0.00
CR35	1.25% Underexpenditure Contra		108,794	0.00	0.00
CR36	Property Services Lease Administration Fee		(153)	0.00	0.00
CR39	COLA Adjustment		(14,218)	0.00	0.00
CR10	Office of Information Resource Management Charge		4,503	0.00	0.00
			(107,607)	0.00	0.00
		2005 Adopted Budget	20,657,805	152.33	1.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Records, Elections & Licensing Services

The 2005 Budget for Records, Elections & Licensing Services (REALS) is \$20,657,805 and includes funding for 152.33 FTEs and 1 TLT. The proposed budget includes increases to Taxi Program License fees and new Limousine Driver For-Hire License fees.

Significant Program Additions

Election Management & Voter Registration System (EMVR) Maintenance - \$194,891/1.0 FTE. REALS recently implemented the EMVR to improve the management of election and voter data. The savings in ITS rates from decommissioning the old voter registration system closely matches the cost of maintaining the new REALS system. The costs of the new system include \$115,000 for annual maintenance and user training and \$79,891 for one FTE system administrator to oversee the new system.

Administrative Service Reductions

Salary & Wage Contingency Reduction – (\$240,000). This reflects a reduction in the salary and wage contingency account to bring the account in line with the agency's needs in 2005.

Taxi Program Revenue in Lieu of Reduction – \$93,120. This revenue proposal increases two existing fees and creates a new fee for limousine drivers equivalent to that of other for-hire drivers.

- *For-hire Driver's License Fee* - Increases the annual For-hire Driver's License Fees 25 percent from \$60/yr to \$75/yr. This is the first increase since 1994.
- *Taxicab Vehicle License Fee* - Increases the annual Taxicab Vehicle License Fees 25 percent from \$240/yr to \$300/yr. This is the first increase since 1998.
- *Limousines For-Hire Driver Fee* - Creates an annual Limousines For-Hire Driver Fee for \$75/yr, per the request of the Port of Seattle in order to regulate Limousine drivers.

Employee Benefits Savings in Lieu of Reduction – (\$11,275/.05 FTE). This proposal combines two part-time employee positions into one FTE in order to reduce the total amount paid in employee benefits.

Technical Adjustments

Central Rate Adjustments – (\$107,607). A net decrease in central rates is reflected in the proposed budget. The most significant reduction of (\$223,701) is due to the decommissioning of the old voter registration system which has now been replaced by the EMVR. Additional reductions are included in the Flexible Benefit Charge and COLA. Significant increases are included in the Financial Services rate and Motor Pool Usage Charge.

C O U N C I L A D O P T E D B U D G E T

Council made no changes to the 2005 Executive Proposed Budget.

GENERAL GOVERNMENT PROGRAM PLAN

Recorder's O&M 1090/0471

Code/Item #	Description	0471	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>1,169,780</i>	<i>6.50</i>	<i>1.00</i>
		<i>Status Quo **</i>	<i>(139,121)</i>	<i>0.00</i>	<i>0.00</i>
GG		Status Quo Budget	1,030,659	6.50	1.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Administrative Service Reductions					
AS01	Salary & Wage Contingency Reduction		(70,000)	0.00	0.00
			(70,000)	0.00	0.00
Program Change					
PC01	E-Records Management Support		69,721	0.00	1.00
			69,721	0.00	1.00
Revenue Backed					
RB01	Records Online E-Commerce Project		69,842	0.00	0.00
			69,842	0.00	0.00
Technical Adjustment					
TA11	Revenue Adjustment		0	0.00	0.00
			0	0.00	0.00
Central Rate Adjustments					
CR01	Flexible Benefits Charge		(3,456)	0.00	0.00
CR05	Current Expense Overhead Adjustment		1,181	0.00	0.00
CR08	Technology Services Infrastructure Charge		1,737	0.00	0.00
CR09	Geographic Information Systems Charge		(1)	0.00	0.00
CR10	Office of Information Resource Management Charge		163	0.00	0.00
CR25	Financial Services Charge		46	0.00	0.00
CR46	Countywide Strategic Technology Projects		(160)	0.00	0.00
CR47	Finance Payroll Projects		(46)	0.00	0.00
CR39	COLA Adjustment		405	0.00	0.00
			(131)	0.00	0.00
2005 Adopted Budget			1,100,091	6.50	2.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Recorder's O&M

The 2005 Budget for the Recorder's O&M fund is \$1,100,091 and includes funding for 6.5 FTEs and 2 TLTs.

Administrative Reductions

Salary & Wage Contingency Reduction - (\$70,000). This reflects a reduction in the salary and wage contingency account to bring the account in line with the agency's needs in 2005.

E-Records Management Support – \$69,721/1.0 TLT. This proposal strengthens the County's growing electronic record management functions. To ensure a coordinated, efficient and legal retention of documents it is important that the County develop appropriate standards and protocols. The position will support the Archives & Records Management Section in developing the policies and guidelines related to the retention and management of electronic documents, and system requirements related to electronic document management systems.

Revenue Backed

Records Online – \$69,842. This project will provide the capability for the County to provide certified records over the web using an E-commerce application. Allowing for the sale of these records online will increase efficiency of both customer and staff time.

Technical Adjustments

Central Rate Adjustments – (\$131). A net decrease in central rates is reflected in the proposed budget. A significant reduction is included for Flexible Benefits Charges while increases were included in the Current Expense Overhead Adjustments and Technology Services Infrastructure Charges.

C O U N C I L A D O P T E D B U D G E T

Council made no changes to the 2005 Executive Proposed Budget.

[Link to Recorder's O&M Financial Plan, 12 KB .pdf](#)

GENERAL GOVERNMENT PROGRAM PLAN

Recorder's O&M Fund/1090

	2003 Actual ¹	2004 Adopted	2004 Estimated ²	2005 Adopted	2006 Projected ³	2007 Projected ³
Beginning Fund Balance	1,400,902	899,912	1,903,412	2,064,726	2,068,883	1,567,959
Revenues						
*Document Preservation	439,300	255,958	599,345	398,200	205,000	205,000
*Surcharge Preservation of Historical Records	1,113,292	660,088	724,000	668,049	510,000	510,000
*Investment Interest ⁴	46,122	21,170	43,200	48,750	81,811	68,293
*Other Certifying and Copy Fees	221	250	250	250	250	
*Other Misc.	2,048					
Total Revenues	1,600,983	937,466	1,366,795	1,115,249	797,061	783,293
Expenditures						
*Operating Expenditures ⁵	(1,098,473)	(1,169,780)	(1,163,965)	(1,100,091)	(1,285,133)	(1,150,111)
*Reappropriation			(29,581)			
*Encumbrance Carryover			(1,193,546)	(1,100,091)	(1,285,133)	(1,150,111)
Total Expenditures	(1,098,473)	(1,169,780)	(1,193,546)	(1,100,091)	(1,285,133)	(1,150,111)
Estimated Underexpenditures ⁶		(11,698)	(11,935)	(11,001)	(12,851)	(11,501)
Other Fund Transactions						
*						
*						
Total Other Fund Transactions	0	0	0	0	0	0
Ending Fund Balance	1,903,412	655,900	2,064,726	2,068,883	1,567,959	1,189,640
Reserves & Designations						
Supplemental Appropriation 2004 Q3			(250,000)			
Encumbrance Carryover	(29,581)					
Reserve for Equipment Replacement	(300,000)	(300,000)	(300,000)	(250,000)	(300,000)	(400,000)
Reserve for Microfilm Project	(200,000)	(250,000)	(450,000)	(450,000)	(270,000)	(450,000)
Reappropriation						
Reserve for Special Preservation Projects	(120,000)	(120,000)	(290,000)	(390,000)	(60,000)	(220,000)
Reserve for Archives Warehouse Relocation			(700,000)	(900,000)	(900,000)	
Total Reserves & Designations	(649,581)	(670,000)	(1,990,000)	(1,990,000)	(1,530,000)	(1,070,000)
Ending Undesignated Fund Balance	1,253,831	(14,100)	74,726	78,883	37,959	119,640
Target Fund Balance ⁷	54,924	58,489	59,677	55,005	64,257	57,506

Financial Plan Notes:

¹ 2003 Actuals are from 2003, 14 month ARMS reports.

² 2004 Estimated is based on Adopted Budget, Carryover from prior year, and an anticipated reduction in project costs.

³ 2005 and 2006 Projected are based on 2005 PSQ plus addition of ongoing 2005 adds, salary and benefits adjustments (5% and 16%)

⁴ Investment Interest calculations are based on the following rates: in 2004, 2.23%; in 2004 Estimated, 2.40%; in 2005, 3.25%; in 2006, 4.55%; in 2007, 4.98%

⁵ Operating Expenditures in 2006 and 2007 reflect salary and benefit increases. Significant changes in both years' expenditures are due to archive preservation activity.

⁶ Estimated Underexpenditures equal 1% of Expenditures.

⁷ Target Fund Balance is equal to 5% of Total Expenditures.

GENERAL GOVERNMENT PROGRAM PLAN

Risk Management 5520/0154

Code/Item #	Description	0154	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>26,042,896</i>	<i>20.50</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>18,021</i>	<i>0.00</i>	<i>0.00</i>
GG		Status Quo Budget	26,060,917	20.50	0.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Technical Adjustment					
TA01	Claims and Insurance Premiums Adjustments		(5,791,242)	0.00	0.00
TA50	Risk Management Revenue Adjustment		0	0.00	0.00
			(5,791,242)	0.00	0.00
Central Rate Adjustments					
CR21	Debt Service Adjustment		(1)	0.00	0.00
CR20	Prosecuting Attorney Civil Division Charge		(284,823)	0.00	0.00
CR47	Finance Payroll Projects		448	0.00	0.00
CR46	Countywide Strategic Technology Projects		(598)	0.00	0.00
CR14	Facilities Management Space Charge		7,952	0.00	0.00
CR25	Financial Services Charge		11,614	0.00	0.00
CR01	Flexible Benefits Charge		(8,064)	0.00	0.00
CR13	Motor Pool Usage Charge		423	0.00	0.00
CR12	Telecommunications Overhead		398	0.00	0.00
CR11	Telecommunications Services		599	0.00	0.00
CR10	Office of Information Resource Management Charge		605	0.00	0.00
CR08	Technology Services Infrastructure Charge		449	0.00	0.00
CR07	Technology Services Operations & Maintenance Charge		8,086	0.00	0.00
CR05	Current Expense Overhead Adjustment		(1,727)	0.00	0.00
CR39	COLA Adjustment		(2,789)	0.00	0.00
			(267,428)	0.00	0.00
2005 Adopted Budget			20,002,247	20.50	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Risk Management

The 2005 Budget for the Risk Management is \$20,002,247 and includes funding for 20.5 FTEs.

Technical Adjustments

Claims and Insurance Premiums Adjustments – (\$5,791,242). This technical adjustment reduces the excess insurance premium budget by \$6,168,598, as a result of 18 month insurance policy renewals in September, 2004 for the Worker's Compensation and General Excess Liability policies, and increases the claims payment account by \$377,356, as projected by the actuary's analysis. The 18 month policy renewal will facilitate better coordination between the insurance bid process and the budget cycle in future years.

Central Rates Adjustments – (\$267,428). A net decrease in central rates is reflected in the proposed budget. This is mostly attributable to a reduction in the Prosecuting Attorney Civil Division Charges.

C O U N C I L A D O P T E D B U D G E T

Council made no changes to the 2005 Executive Proposed Budget.

[Link to Risk Management Financial Plan, 14 KB .pdf](#)

GENERAL GOVERNMENT PROGRAM PLAN

Risk Management Fund / 5520

		2003 Actual ¹	2004 Adopted ²	2004 Revised ³	2005 Adopted	2006 Projected ⁴	2007 Projected ⁴
LOSSES LIMITED TO \$1 MILLION	Beginning Fund Balance	9,237,320	6,311,829	6,497,850	1,644,380	4,036,910	3,188,476
	Revenues						
	* Interfund Charges	20,400,541	22,029,712	22,029,712	22,627,931	24,777,585	27,131,455
	* Interest Income	1,567,321	1,230,341	1,220,000	1,588,593	1,620,365	1,652,772
	Total Revenues	21,967,862	23,260,053	23,249,712	24,216,524	26,397,950	28,784,228
	Expenditures						
	* Claims Costs (limited to first \$1 million)	(8,650,421)	(12,679,997)	(10,696,139)	(13,057,353)	(13,865,163)	(14,723,213)
	* Insurance Premiums	(8,701,960)	(9,719,899)	(10,619,919)	(3,551,301)	(9,472,247)	(11,001,328)
	* Prosecutors and Operating Expenditures	(3,248,903)	(3,368,072)	(3,352,808)	(3,118,665)	(3,274,598)	(3,438,328)
	* Transfers to Other Funds (MARR)	(274,928)	(274,928)	(274,928)	(274,928)	(288,674)	(303,108)
	* Encumbrance Carryover	(90,854)					
	Total Expenditures	(20,967,066)	(26,042,896)	(24,943,794)	(20,002,247)	(26,900,683)	(29,465,977)
	Estimated Underexpenditures						
	Other Fund Transactions						
CATASTROPHIC LOSS RESERVES (above the \$1 Million per occurrence threshold)	* Adjustments for Incurred Losses ⁵	(3,740,266)	(1,175,530)	(3,159,388)	(321,747)	(345,701)	(371,378)
	* Transfer to Cat Loss Fund ⁶				(1,500,000)		
	Total Other Fund Transactions	(3,740,266)	(1,175,530)	(3,159,388)	(1,821,747)	(345,701)	(371,378)
	Ending Undesignated Fund Balance	6,497,850	2,353,456	1,644,380	4,036,910	3,188,476	2,135,348
	Beginning Cash Balance	16,518,430	16,606,160	14,864,857	12,839,424	14,750,831	15,170,466
	Revenues						
	* Insurance Recoveries	327,500		2,745,366	-	-	-
	* Insurance Recoveries allocated to SW			(122,500)			
	* Interest Income	445,165	367,574	398,301	411,407	419,635	428,028
	* Cat Loss Revenue				1,500,000		
	* Other Adjustments						
	Total Revenues	772,665	367,574	3,021,167	1,911,407	419,635	428,028
	Expenditures						
	* Claims Costs > \$1million threshold	(2,426,238)	(22,915)	(5,046,600)	-	-	-
	Total Expenditures	(2,426,238)	(22,915)	(5,046,600)	0	0	0
	Ending Fund Balance	14,864,857	16,950,819	12,839,424	14,750,831	15,170,466	15,598,494
	Less: Reserves & Designations						
	* Reserved for Losses Over \$1Million ⁷	(16,277,000)	(16,439,770)	(15,876,000)	(19,666,000)	(19,666,000)	(19,666,000)
	Total Reserves & Designations	(16,277,000)	(16,439,770)	(15,876,000)	(19,666,000)	(19,666,000)	(19,666,000)
	Ending Undesignated Fund Balance	(1,412,143)	511,049	(3,036,576)	(4,915,169)	(4,495,534)	(4,067,506)

In general, this financial plan is most significantly affected by annual updates to actuarial estimates of incurred claims. Its financial portrayal of the Insurance Fund is based on the 2004 Actuary study that revised estimates of losses for policy years 1990-2003.

¹ Based on 2003 CAFR.

² 2004 Council Adopted Budget.

³ Based on most current revenue and expenditure projections, includes the 18 month excess liab⁷ policy renewals, which will provide insurance coverage from September 2004 through March 2006.

A corresponding reduction to insurance premium expenditures is included in the 2005 Proposed Budget.

⁴ In 2006 and 2007, rates are projected to rise 9.5%. Claims Costs and Insurance Premium Expenditures are estimated based on Actuarial increase assumptions.

⁵ Difference between actuarial's estimate of incurred losses vs. actual expenditures for limited losses.

⁶ Fund balance will be transferred to the Catastrophic Loss Reserve for losses over \$1M.

⁷ Per actuarial's estimates-- Assumed \$2.5 million Self Insured Retention (SIR)

Office of Information Resource Management

OFFICE OF INFORMATION RESOURCE MANAGEMENT

Mission

Office of Information Resource Management

The mission of the Office of Information Resource Management is to identify, promote and facilitate innovative and effective information technology management countywide. The Office of Information Resource Management will work cooperatively with all county agencies and all branches of county government to promote a standard and cost effective approach to delivering and operating information technology.

ISSUES AND PRIORITIES

There are two existing core businesses in the Office of Information Resource Management: Strategic Technology Planning and Project Management and Information. There is a new core business proposed to be established in 2005: Security & Privacy.

The Office of Information Resource Management leads the development of an information technology framework using a portfolio management approach and facilitates the adoption of this approach through the county's technology governance process. In addition, the office leads efforts to develop standards, policies, guidelines and methodologies for countywide use. As part of

this program, the office provides support and leadership for pilot programs and initiatives that lead to a standard technology solution that many agencies can use to support their service delivery. The work in progress is described in more detail below.

The Chief Information Officer and the technology governance use a portfolio management approach as a framework to consider decisions about future technology expenditures as they align to business plans and provide clear value. Governments and private companies have adopted the portfolio management approach to provide a business context for managing information technology.

Several multi-year efforts that will establish some technology standards as part of their work are at various stages of activity and funding in the office:

- The Business Continuity program will identify information technology required to support critical business services.
- A Countywide IT Asset Management program to improve and standardize IT asset management countywide. This program will develop guidelines, standards, and policies, and enable agencies to improve management of IT assets.
- An E-commerce Pilot program will develop a standard utility for providing e-commerce services; three county agencies are participating in the pilots that are designed to cover the main types of transactions the county needs to process. The pilot program has transitioned into a production environment in mid 2004 and will provide agency application developers documentation and tools for using the payment utility.
- An Information Security and Privacy program will address server configuration standards and countywide training for technical and business staff, and will recommend a security organization structure.

GENERAL GOVERNMENT PROGRAM PLAN

- An IT Project Management program to improve IT project management practices countywide. This project began in 2004 and will continue into 2005 to develop a standard methodology, certification program, and automated tools, and provide training.
- The Law, Safety and Justice Integration program will implement a standard web-based technology to enable data-sharing and business process streamlining.
- The Network Infrastructure Optimization program will provide a plan and design to guide the county's future investments in communication infrastructure.
- The Streamline IT Procurement program will explore opportunities to improve the management of IT procurement by developing a "best practice" model for effective and timely procurement of IT products and services. This "best practice" model will incorporate procurement policies & standards and boilerplates for technology contracts.
- An update to the County's Strategic Technology Plan will be completed to address years 2006 to 2008 and provide guidance for future investments in information technology. This project will begin in 2004 and complete in 2005 with an updated strategic technology plan, ready for review and transmittal by the Executive to the King County Council.

GENERAL GOVERNMENT PROGRAM PLAN

Office of Information Resources Management 5471/1550M

Code/Item #	Description	1550M	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>1,377,579</i>	<i>6.00</i>	<i>2.00</i>
		<i>Status Quo **</i>	<i>121,034</i>	<i>0.00</i>	<i>0.00</i>
GG		Status Quo Budget	1,498,613	6.00	2.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Program Change					
PC01	Security Officer		223,958	1.00	0.00
			223,958	1.00	0.00
Technical Adjustment					
TA15	OIRM Central Rate Charges		0	0.00	0.00
TA01	Salary & Wage Contingency Adjustment		166,500	0.00	0.00
			166,500	0.00	0.00
Central Rate Adjustments					
CR07	Technology Services Operations & Maintenance Charge		355	0.00	0.00
CR25	Financial Services Charge		3,714	0.00	0.00
CR36	Property Services Lease Administration Fee		60	0.00	0.00
CR39	COLA Adjustment		680	0.00	0.00
CR46	Countywide Strategic Technology Projects		(233)	0.00	0.00
CR47	Finance Payroll Projects		313	0.00	0.00
CR05	Current Expense Overhead Adjustment		4,622	0.00	0.00
CR01	Flexible Benefits Charge		(3,456)	0.00	0.00
CR08	Technology Services Infrastructure Charge		1,005	0.00	0.00
CR11	Telecommunications Services		1,602	0.00	0.00
CR12	Telecommunications Overhead		(513)	0.00	0.00
CR20	Prosecuting Attorney Civil Division Charge		19,148	0.00	0.00
CR22	Long Term Leases		1,437	0.00	0.00
CR10	Office of Information Resource Management Charge		236	0.00	0.00
			28,970	0.00	0.00
		2005 Adopted Budget	1,918,041	7.00	2.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):

P1 PROVIDED THAT: The executive shall provide a progress report on the network infrastructure optimization project by May 1, 2005.

This progress report shall document cost savings achieved from implementation of measures identified in the 2003 network infrastructure optimization project proviso response. This progress report shall provide an evaluation of voice-over internet protocol and wireless trials and pilots. The chief information officer shall be responsible for overseeing completion of this report with cooperation of all county agencies and departments. The progress report must be filed in the form of 15 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff for the labor, operations and technology committee or its successor.

Office of Information Resource Management

The total 2005 Budget for the Office of Information Resource Management (OIRM) is \$1,918,041 and includes funding for 7.0 FTEs and 2.0 TLTs.

Significant Program Additions

Security Officer - \$223,958 / 1.0 FTE. The information technology security and privacy officer position and Information Security & Privacy Office will be established within OIRM. Work that the Information Security and Privacy project has been performing will be transitioned to this new office. In 2005, the information technology security and privacy officer will continue work with technology governance on security and privacy policies and issues, and will report to the CIO. The officer will work with technology governance on issues such as development and implementation of policies, standards, guidelines and methods; oversight of management reporting on security issues and employee training.

Technical Adjustments

Salary & Wage Contingency Adjustment - \$166,500. This Technical Adjustment increases OIRM's Salary and Wage Contingency Account to accommodate the anticipated 2005 impact of wage settlements.

Central Rate Adjustments - \$28,970. A net increase in central rates is reflected in the proposed budget. A significant increase is proposed for Prosecuting Attorney Civil Division Charge.

C O U N C I L A D O P T E D B U D G E T

Council made no changes to the 2005 Executive Proposed Budget.

**Link to Office of Information Resource Management
Financial Plan, 11 KB .pdf**

GENERAL GOVERNMENT PROGRAM PLAN

Office of Information Resource Management Fund (OIRM) / 5471

	2003 Actual ¹	2004 Adopted	2004 Estimated	2005 Adopted	2006 Projected ²	2007 Projected ²
Beginning Fund Balance	504,297	516,777	720,433	623,921	451,140	282,754
Revenues						
Infrastructure charges to agencies	1,225,892	1,257,291	1,257,291	1,716,080	1,767,562	1,820,589
Interest earnings	22,732		10,000	10,000	10,000	10,000
Capital fund reimbursements						
*						
Total Revenues	1,248,624	1,257,291	1,267,291	1,726,080	1,777,562	1,830,589
Expenditures						
Operating Expenditures	(1,032,488)	(1,377,579)	(1,377,579)	(1,918,041)	(1,975,582)	(2,034,850)
*						
*						
Total Expenditures	(1,032,488)	(1,377,579)	(1,377,579)	(1,918,041)	(1,975,582)	(2,034,850)
Estimated Underexpenditures ³		13,776	13,776	19,180	29,634	30,523
Other Fund Transactions						
*						
*						
Total Other Fund Transactions	0	0	0	0	0	0
Ending Fund Balance	720,433	410,265	623,921	451,140	282,754	109,016
Reserves & Designations						
Compensated absences liability ⁴	(170,522)	(146,263)	(146,263)	(196,100)	(196,100)	(196,100)
*						
*						
Total Reserves & Designations	(170,522)	(146,263)	(146,263)	(196,100)	(196,100)	(196,100)
Ending Undesignated Fund Balance	549,911	264,002	477,658	255,040	86,654	(87,084)
Target Fund Balance ⁵	129,061	172,197	172,197	239,755	246,948	254,356

Financial Plan Notes:

¹ 2003 Actuals are from the 2003 CAFR.

² 2006 and 2007 Projected are based on 3.0% growth.

³ Underexpenditure assumption = 1% of operating expenses through 2005 and 1.5% in future years.

⁴ Assumes 15% growth in leave balances and salary levels used to calculate this reserve for 2005.

⁵ Target fund balance is equal to 1 1/2 months of operating expenses.

GENERAL GOVERNMENT PROGRAM PLAN

General Government Fund Transfers 0010/0695

Code/Item #	Description	0695	Expenditures	FTEs*	TLPs
Program Area					
		<i>2004 Adopted</i>	<i>1,710,505</i>	<i>0.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>(149,958)</i>	<i>0.00</i>	<i>0.00</i>
GG					
		<i>Status Quo Budget</i>	<i>1,560,547</i>	<i>0.00</i>	<i>0.00</i>
		<i>0 0</i>			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Program Change					
<i>PC01</i>	<i>Reduce transfer to ITS for Enterprise Licensing</i>		<i>(91,000)</i>	<i>0.00</i>	<i>0.00</i>
			<i>(91,000)</i>	<i>0.00</i>	<i>0.00</i>
Central Rate Adjustments					
<i>CR47</i>	<i>Finance Payroll Projects</i>		<i>(43,121)</i>	<i>0.00</i>	<i>0.00</i>
			<i>(43,121)</i>	<i>0.00</i>	<i>0.00</i>
		<i>2005 Adopted Budget</i>	<i>1,426,426</i>	<i>0.00</i>	<i>0.00</i>

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

General Government General Fund Transfers

The 2005 Budget includes General Fund Transfers to the Facilities Management Division and the Information Technology Services fund.

Program Changes

Reduction in Transfer to ITS for Enterprise Licensing – (\$91,000). This adjustment reflects a reduction in the enterprise licensing payment paid on behalf of current expense agencies.

Technical Adjustments

Transfer to Finance Payroll Projects – (\$43,121). This adjustment reflects a reduction in the current expense fund transfer to support the Finance payroll improvement projects in 2005.

C O U N C I L A D O P T E D B U D G E T

Council made no changes to the 2005 Executive Proposed Budget.

Other Agencies

OTHER AGENCIES

This section covers a group of cost centers that do not belong to any one particular department. Budgets in this category include the State Auditor, the Boundary Review Board, Salary and Wage Contingency, Executive Contingency, Internal Support, Sales Tax Reserve Contingency, the Grant Funds and the Cultural Development Authority (CDA). Listed below are the 2005 Budgets for these agencies.

State Auditor –Total budget of \$637,316. The State Auditor's 2005 budget increased by \$14,804 to accommodate increasing audit costs.

Boundary Review Board – Total budget of \$256,827 / 2.00 FTEs. The Boundary Review Board's 2005 budget increased by \$24,721. The main increase in this budget was due to a technical adjustment to provide adequate funding for the Facilities Management Space Charge.

Salary and Wage Contingency - \$2,943,000. The Salary and Wage Contingency budget provides funding for mid-year labor settlements to accommodate the cost of labor agreements and the negotiated wage adjustments, and provides a reserve for funding costs associated with backfilling positions held for military reservists called to active duty.

Executive Contingency - \$2,000,000. The 2005 appropriation remains at the historical level.

Internal Support - \$7,560,423. The internal support budget includes charges that are paid centrally on behalf of current expense agencies. This budget decreased by \$893,859 from the 2004 Adopted level, reflecting elimination of the budget for a one-time transfer to the Cultural Development Authority and the elimination of one-time adjustments included in the 2004 Adopted Budget.

Sales Tax Reserve Contingency - \$4,171,491. This budget is required to keep a reserve balance of \$15,000,000. This appropriation will accommodate the required reserve level.

Grants Fund - \$21,881,922/75.72 FTE/1.0 TLT. King County is projected to receive an estimated \$22 million in grants in 2005. Existing grants with funds remaining from 2004 will be carried over into 2005 through a carryover ordinance.

Local Law Enforcement Block Grants (LLEBG) - \$174,416. This represents appropriation authority for the 2005 Local Law Enforcement Block Grant. LLEBG is an interest-accruing federal grant that is separately budgeted to identify interest accrual.

Cultural Development Authority - \$7,326,816. The appropriation comprises a three-part operating request, with \$220,514 of CX revenue to support the CDA's stewardship of the County's 1,300-piece public art collection. It also includes budget authority of \$6.1 million for the transfer of the estimated cultural programming portion of the County's allocation of Hotel-Motel Tax revenues. This budgeted transfer amount is approximately five percent higher than the Hotel/Motel collection forecast to allow for full transfer in the event that actual revenues exceed forecast in 2005. The final component of the operating budget includes \$1.04 million contributed from eligible capital projects to support the County's public art program. This is a slight decrease from the \$1.2 million approved in the 2004 budget combined with a supplemental ordinance to include eligible Harborview capital projects.

[Link to Sales Tax Reserve Contingency Financial Plan, 10 KB .pdf](#)

[Link to Cultural Development Authority Financial Plan, 12 KB .pdf](#)

GENERAL GOVERNMENT PROGRAM PLAN**Sales Tax Reserve Contingency (0014)**

	2003 Actual	2004 Adopted	2004 Estimated	2005 Adopted	2006 Projected	2007 Projected
Beginning Fund Balance	15,000,000	15,000,000	15,000,000	15,000,000	15,000,000	15,000,000
Revenues						
Sales Tax	3,418,895	3,432,650	3,432,650	3,643,315	3,757,226	3,957,651
Interest Earnings	438,591	487,500	487,500	528,176	777,934	818,878
Total Revenues	3,857,486	3,920,150	3,920,150	4,171,491	4,535,160	4,776,529
Expenditures						
Major Maintenance Reserve Fund	(3,857,486)	(3,920,150)	(3,920,150)	(4,171,491)	(4,535,160)	(4,776,529)
Total Expenditures	(3,857,486)	(3,920,150)	(3,920,150)	(4,171,491)	(4,535,160)	(4,776,529)
Estimated Underexpenditures						
Other Fund Transactions						
Total Other Fund Transactions	0	0	0	0	0	0
Ending Fund Balance	15,000,000	15,000,000	15,000,000	15,000,000	15,000,000	15,000,000
Less: Reserves & Designations						
Total Reserves & Designations	0	0	0	0	0	0
Ending Undesignated Fund Balance	15,000,000	15,000,000	15,000,000	15,000,000	15,000,000	15,000,000
Target Fund Balance	15,000,000	15,000,000	15,000,000	15,000,000	15,000,000	15,000,000

Financial Plan Notes:

GENERAL GOVERNMENT PROGRAM PLAN

Cultural Development Authority Fund/1170 ¹

	2003 Actual ²	2004 Adopted	2004 Estimated	2005 Adopted	2006 Projected ³	2007 Projected ³
Beginning Fund Balance		8,969,691	2,416,646	2,416,646	2,416,646	2,416,646
Revenues						
* Hotel/Motel Transient ⁴	5,338,799	5,504,269	5,504,269	6,068,456	6,371,878	6,690,471
* Charges for services	211,950					
* Interest earnings	46,937					
* CX Internal Support ⁵		1,015,978	1,015,978	270,514	277,276	284,207
* Miscellaneous revenues	2,900					
* Contribution from Other Funds ⁶		710,741	688,737	1,037,846	1,000,000	1,000,000
Total Revenues	5,600,586	7,230,988	7,208,984	7,376,816	7,649,154	7,974,678
Expenditures						
* Program O&M	(7,495,851)					
* Cultural Endowment Set-aside ⁷						
* Debt service						
* Reappropriation						
* Capitalized expenditures	(261,513)					
* Appropriation for transfer to CDA		(7,230,988)	(7,208,984)	(7,376,816)	(7,649,154)	(7,974,678)
Total Expenditures	(7,757,364)	(7,230,988)	(7,208,984)	(7,376,816)	(7,649,154)	(7,974,678)
Estimated Underexpenditures						
Other Fund Transactions						
* Transfer in	4,573,424					
* Transfer out			0	0	0	0
* Transfer to Endowment		2,201,707				
Total Other Fund Transactions	4,573,424	2,201,707	0	0	0	0
Ending Fund Balance	2,416,646	11,171,398	2,416,646	2,416,646	2,416,646	2,416,646
Reserves & Designations						
* Designated for Reappropriation						
* Designated for next year's awards		(2,948,056)				
* Cultural Endowment set-aside ⁷		(2,201,707)				
* Cultural Endowment - cumulative total ⁷		(6,021,635)		0	0	0
Total Reserves & Designations	0	(11,171,398)	0	0	0	0
Ending Undesignated Fund Balance	2,416,646	0	2,416,646	2,416,646	2,416,646	2,416,646
Target Fund Balance ⁸	0	0	0	0	0	0

Financial Plan Notes:

1. In 2003 the King County Council created the Cultural Development Authority and dissolved the Office of Cultural Resources; figures shown for 2002 are for OCR (appropriation units 0301 and 0305).
2. 2003 Actuals are from the 2003 CAFR.
3. 2004 and 2005 Projected assume 2.5% annual increase in CX transfer.
4. Hotel/Motel tax revenues are assumed to grow by 2.0% annually in 2005 and 2006.
5. 2004 CX Internal Support includes one-time fund balance transfer of \$800,000. 2005 includes \$50,000 for Highline Historical Society
6. This revenue item reflects contributions from eligible CIP projects for the Percent for Art program. Projections reflect estimated outyear CIP contributions and are subject to change.
7. The Cultural Endowment Set-aside is a fund into which 40% of each year's total Hotel/Motel Tax revenues must be transferred; the principal in this endowment may not be spent and the interest earned is intended to support the County's cultural programming after 2012.
8. Target Fund Balance is zero for the CDA's internally managed funds, with all funds either committed to projects or reserved in the Cultural Endowment.

GENERAL GOVERNMENT PROGRAM PLAN

State Auditor 0010/0610

Code/Item #	Description	0610	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>622,512</i>	<i>0.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>15,577</i>	<i>0.00</i>	<i>0.00</i>
GG					
		Status Quo Budget	638,089	0.00	0.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Central Rate Adjustments				
CR11	Telecommunications Services	(112)	0.00	0.00
CR25	Financial Services Charge	(733)	0.00	0.00
CR12	Telecommunications Overhead	69	0.00	0.00
CR08	Technology Services Infrastructure Charge	3	0.00	0.00
		(773)	0.00	0.00
2005 Adopted Budget		637,316	0.00	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Boundary Review Board 0010/0630

Code/Item #	Description	0630	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>232,106</i>	<i>2.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>14,112</i>	<i>0.00</i>	<i>0.00</i>
GG		Status Quo Budget	246,218	2.00	0.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Technical Adjustment				
TA50	Revenue Adjustment	0	0.00	0.00
		0	0.00	0.00
Central Rate Adjustments				
CR11	Telecommunications Services	(91)	0.00	0.00
CR13	Motor Pool Usage Charge	255	0.00	0.00
CR39	COLA Adjustment	(284)	0.00	0.00
CR35	1.25% Underexpenditure Contra	(83)	0.00	0.00
CR25	Financial Services Charge	829	0.00	0.00
CR14	Facilities Management Space Charge	10,660	0.00	0.00
CR12	Telecommunications Overhead	45	0.00	0.00
CR10	Office of Information Resource Management Charge	59	0.00	0.00
CR08	Technology Services Infrastructure Charge	(13)	0.00	0.00
CR01	Flexible Benefits Charge	(768)	0.00	0.00
		10,609	0.00	0.00
2005 Adopted Budget		256,827	2.00	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN**Transfer to Other Funds/CJ 1020/0693**

Code/Item #	Description	0693	Expenditures	FTEs*	TLPs
Program Area					
		<i>2004 Adopted</i>	<i>281,243</i>	<i>0.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>6,180</i>	<i>0.00</i>	<i>0.00</i>
GG					
		Status Quo Budget	287,423	0.00	0.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Technical Adjustment					
TA01	Fund Closure: CJ to CX Transfer		(76,909)	0.00	0.00
			(76,909)	0.00	0.00
Central Rate Adjustments					
CR47	Finance Payroll Projects		(17,734)	0.00	0.00
CR25	Financial Services Charge		(69,559)	0.00	0.00
CR21	Debt Service Adjustment		(1)	0.00	0.00
CR05	Current Expense Overhead Adjustment		(123,220)	0.00	0.00
			(210,514)	0.00	0.00
		2005 Adopted Budget	0	0.00	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Salary & Wage Contingency 0010/0654

Code/Item #	Description	0654	Expenditures	FTEs*	TLPs
Program Area					
		<i>2004 Adopted</i>	<i>3,600,000</i>	<i>0.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>743,000</i>	<i>0.00</i>	<i>0.00</i>
Othr					
		<i>Status Quo Budget</i>	<i>4,343,000</i>	<i>0.00</i>	<i>0.00</i>
		<i>0 0</i>			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

<i>Administrative Service Reductions</i>					
<i>AS01</i>	<i>Reduce central salary and wage contingency.</i>		<i>(1,400,000)</i>	<i>0.00</i>	<i>0.00</i>
			<i>(1,400,000)</i>	<i>0.00</i>	<i>0.00</i>
		<i>2005 Adopted Budget</i>	<i>2,943,000</i>	<i>0.00</i>	<i>0.00</i>

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Salary & Wage Contingency/CJ 1020/0652

Code/Item #	Description	0652	Expenditures	FTEs*	TLPs
Program Area					
		<i>2004 Adopted</i>	<i>200,000</i>	<i>0.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>0</i>	<i>0.00</i>	<i>0.00</i>
Othr					
		<i>Status Quo Budget</i>	<i>200,000</i>	<i>0.00</i>	<i>0.00</i>
		<i>0</i>	<i>0</i>		

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Technical Adjustment					
<i>TA01</i>	<i>Fund Closure: CJ to CX Transfer</i>		<i>(200,000)</i>	<i>0.00</i>	<i>0.00</i>
			<i>(200,000)</i>	<i>0.00</i>	<i>0.00</i>
		<i>2005 Adopted Budget</i>	<i>0</i>	<i>0.00</i>	<i>0.00</i>

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Executive Contingency 0010/0655

Code/Item #	Description	0655	Expenditures	FTEs*	TLPs
<i>Program Area</i>		<i>2004 Adopted</i>	<i>2,000,000</i>	<i>0.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>0</i>	<i>0.00</i>	<i>0.00</i>
Othr		<i>Status Quo Budget</i>	<i>2,000,000</i>	<i>0.00</i>	<i>0.00</i>
		<i>0</i>	<i>0</i>		

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

<i>No Change Items Proposed</i>					
<i>NC01</i>	<i>No Change Items Requested for this Budget.</i>		<i>0</i>	<i>0.00</i>	<i>0.00</i>
			<i>0</i>	<i>0.00</i>	<i>0.00</i>
		<i>2005 Adopted Budget</i>	<i>2,000,000</i>	<i>0.00</i>	<i>0.00</i>

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN**Internal Support 0010/0656**

Code/Item #	Description	0656	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>8,454,282</i>	<i>0.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>(604,932)</i>	<i>0.00</i>	<i>0.00</i>
Othr					
		Status Quo Budget	7,849,350	0.00	0.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Central Rate Adjustments					
CR14	Facilities Management Space Charge		64,575	0.00	0.00
CR15	Insurance Charges		(359,426)	0.00	0.00
CR25	Financial Services Charge		5,924	0.00	0.00
			(288,927)	0.00	0.00
Council Changes					
CC04	General Fund Savings Related to Rebate of \$6.7 M from Employee		(1,890,000)	0.00	0.00
CC05	CDA Xfr for Highline Historical Society		50,000	0.00	0.00
CC01	Capture CX Savings Related to Reduction of FMD Fund Balance		(304,500)	0.00	0.00
CC03	CX Cost for Additional ITS Technology Services Position		73,923	0.00	0.00
CC02	Capture CX Savings Related to Reduction of ITS Technology		(258,912)	0.00	0.00
			(2,329,489)	0.00	0.00
2005 Adopted Budget			5,230,934	0.00	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Sales Tax Reserve Contingency 0014/0651

Code/Item #	Description	0651	Expenditures	FTEs*	TLPs
<i>Program Area</i>					
		<i>2004 Adopted</i>	<i>3,920,150</i>	<i>0.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>328,239</i>	<i>0.00</i>	<i>0.00</i>
<i>Othr</i>					
		<i>Status Quo Budget</i>	<i>4,248,389</i>	<i>0.00</i>	<i>0.00</i>
		<i>0</i>	<i>0</i>		

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

<i>Technical Adjustment</i>					
<i>TA01</i>	<i>Annual Adjustment</i>		<i>(76,898)</i>	<i>0.00</i>	<i>0.00</i>
			<i>(76,898)</i>	<i>0.00</i>	<i>0.00</i>
		<i>2005 Adopted Budget</i>	<i>4,171,491</i>	<i>0.00</i>	<i>0.00</i>

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Grants Fund 2140/2140

Code/Item #	Description	2140	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>24,888,668</i>	<i>74.96</i>	<i>4.00</i>
		<i>Status Quo **</i>	<i>(24,888,668)</i>	<i>6.00</i>	<i>0.00</i>
GG					
		Status Quo Budget	0	80.96	4.00
		0 0			

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Revenue Backed					
RB07	0913 DAJD: Authority for New Grants		400,772	0.00	0.00
RB02	0183 BRED: Authority for New Grants		240,500	0.00	0.00
RB05	0543 DJA: Authority for New Grants		365,500	0.00	0.00
RB10	0993 Grants Contingency		9,000,000	0.00	0.00
RB06	0574 Superior Court: Authority for New Grants		3,368,184	0.00	0.00
RB04	0513 Superior Court: Authority for New Grants		3,315,329	0.00	0.00
RB09	0953 OPD: Authority for New Grants		523,240	0.00	0.00
RB08	0933 DCHS: Authority for New Grants		742,869	0.00	0.00
RB03	0403 DES: Authority for New Grants		3,925,528	0.00	0.00
			21,881,922	0.00	0.00
Technical Adjustment					
TA08	0933 DCHS: Technical Adjustment		10,766	0.00	0.00
TA05	0543 DJA: Technical Adjustment		4,088	0.00	0.00
TA04	0513 Superior Court: Technical Adjustment		146,989	(2.50)	(2.00)
TA03	0403 DES: Technical Adjustment		(310,339)	(2.74)	(1.00)
TA02	0183 BRED: Technical Adjustment		(2,676)	0.00	0.00
TA01	0143 OMB: Technical Adjustment		482	0.00	0.00
TA09	0953 OPD: Technical Adjustment		1,609	0.00	0.00
TA10	0993 Grants Contingency: Technical Adjustment		9,127	0.00	0.00
TA06	0574 Superior Court: Technical Adjustment		200,316	0.00	0.00
			60,362	(5.24)	(3.00)
Central Rate Adjustments					
CR08	Technology Services Infrastructure Charge		(1,403)	0.00	0.00
CR12	Telecommunications Overhead		148	0.00	0.00
CR36	Property Services Lease Administration Fee		1,191	0.00	0.00
CR25	Financial Services Charge		2,828	0.00	0.00
CR13	Motor Pool Usage Charge		(801)	0.00	0.00
CR11	Telecommunications Services		164	0.00	0.00
CR10	Office of Information Resource Management Charge		2,754	0.00	0.00
CR46	Countywide Strategic Technology Projects		(2,911)	0.00	0.00
CR39	COLA Adjustment		(17,099)	0.00	0.00
CR47	Finance Payroll Projects		(2,112)	0.00	0.00
CR01	Flexible Benefits Charge		(31,872)	0.00	0.00
CR22	Long Term Leases		(11,249)	0.00	0.00
			(60,362)	0.00	0.00
2005 Adopted Budget			21,881,922	75.72	1.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Grants 2, Tier 1 2156/2156

Code/Item #	Description	2156	Expenditures	FTEs*	TLPs
Program Area		<i>2004 Adopted</i>	<i>0</i>	<i>0.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>0</i>	<i>0.00</i>	<i>0.00</i>
GG					
		Status Quo Budget	0	0.00	0.00

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Revenue Backed				
<i>RB01</i>	<i>Federal Fiscal Year 2004 LLEBG Establishment</i>	<i>162,865</i>	<i>0.00</i>	<i>0.00</i>
		162,865	0.00	0.00
Central Rate Adjustments				
<i>CR25</i>	<i>Financial Services Charge</i>	<i>11,551</i>	<i>0.00</i>	<i>0.00</i>
		11,551	0.00	0.00
		2005 Adopted Budget	174,416	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN**Cultural Development Authority 1170/0301**

Code/Item #	Description	0301	Expenditures	FTEs*	TLPs
Program Area					
		<i>2004 Adopted</i>	<i>7,230,988</i>	<i>0.00</i>	<i>0.00</i>
		<i>Status Quo **</i>	<i>(800,000)</i>	<i>0.00</i>	<i>0.00</i>
GG					
		<i>Status Quo Budget</i>	<i>6,430,988</i>	<i>0.00</i>	<i>0.00</i>
		<i>0</i>	<i>0</i>		

Detail below shows crosswalk from 2004 adopted to 2005 adopted.

Technical Adjustment					
TA03	One Percent for Art CIP Transfer Increment to CDA		327,105	0.00	0.00
TA04	One Percent for Art CIP Transfer Increment to CDA		0	0.00	0.00
TA02	Hotel Motel Tax Transfer Increment to CDA		564,187	0.00	0.00
TA01	CDA CX Transfer Inflation Adjustment		4,536	0.00	0.00
			895,828	0.00	0.00
Council Changes					
CC01	Highline Historical Society		50,000	0.00	0.00
			50,000	0.00	0.00
		2005 Adopted Budget	7,376,816	0.00	0.00

* FTEs do not include temporaries and overtime.

** This includes revised 2004 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):

ER1 EXPENDITURE RESTRICTION: Of this appropriation, \$50,000 shall be expended solely for a contract with the Highline Historical Society.

C O U N C I L A D O P T E D B U D G E T

The Council Adopted Budget includes the following adjustments to Other Agency budgets:

Internal Support – (\$2,329,489). *The Council Adopted Budget includes adjustments to internal support reflecting a reduction of \$304,500 in Facilities Management O&M charges, a reduction of \$1,890,000 to CX agency flexible benefits rates, a reduction of \$184,989 in Technology Services rates due to the reduction of proposed positions in ITS Technology Services, and an additional transfer of \$50,000 to the Cultural Development Authority.*

Cultural Development Authority - \$50,000. *Funding to support the Highline Historical Society is included in the Council Adopted Budget.*

GENERAL GOVERNMENT PROGRAM PLAN

**General Government
Program Area**

	2003 Adopted		2004 Adopted		2005 Adopted	
	Expenditures	FTEs	Expenditures	FTEs	Expenditures	FTEs
County Council Agencies						
COUNTY COUNCIL	5,461,293	64.00	5,679,506	64.00	5,856,968	64.00
COUNCIL ADMINISTRATION	6,457,622	57.00	6,893,209	57.00	7,202,024	57.00
HEARING EXAMINER	536,552	5.00	575,496	5.00	595,521	5.00
COUNCIL AUDITOR	1,046,174	11.00	1,195,234	11.00	1,217,845	11.00
OMBUDSMAN/TAX ADVISOR	714,332	9.00	793,391	9.00	766,020	9.00
KC CIVIC TELEVISION	562,899	7.00	581,527	7.00	614,462	7.00
BOARD OF APPEALS	511,417	4.00	533,019	4.00	562,312	4.00
	15,290,289	157.00	16,251,382	157.00	16,815,152	157.00
County Executive Agencies						
COUNTY EXECUTIVE	263,660	2.00	277,993	2.00	282,885	2.00
OFFICE OF THE EXECUTIVE	2,732,717	25.00	3,084,904	24.00	3,099,543	25.00
OFFICE OF MGMT & BUDGET	4,205,629	41.00	4,353,057	41.00	5,989,194	41.00
OFFICE OF MGMT & BUDGET/C	362,723	2.00	747,027	0	0	0
BUSINESS REL & ECON DEV	2,330,333	15.50	2,262,440	16.50	1,944,795	14.00
	9,895,062	85.50	10,725,421	83.50	11,316,417	82.00
Executive Services						
FINANCE-CX	2,287,083	0	2,471,442	0	2,838,137	0
EXECUTIVE SVCS-ADMIN	1,670,130	16.00	1,832,830	17.00	2,105,491	18.00
HUMAN RESOURCES MGMT	5,970,080	59.50	6,805,531	63.50	7,662,330	67.50
CABLE COMMUNICATIONS	192,531	2.00	316,905	2.00	198,782	2.00
PROPERTY SERVICES	2,475,198	30.00	2,435,264	28.00	2,603,046	28.00
RECORDS & ELECTIONS	18,493,965	151.23	21,082,257	151.38	20,657,805	152.33
RECORDER'S O & M FUND	1,307,661	5.50	1,169,780	6.50	1,100,091	6.50
INET OPERATIONS	931,958	7.00	1,720,680	7.00	2,705,620	7.00
SAFETY & WORKERS' COMP	21,800,137	27.00	25,081,714	27.00	30,518,588	27.00
FINANCE-INTERNAL SVC FUND	24,937,375	203.50	27,562,563	209.00	28,125,286	211.00
FACILITIES MANAGEMENT SUB	33,463,198	279.75	34,376,738	281.25	35,665,277	282.62
INSURANCE	24,122,779	20.50	26,042,896	20.50	20,002,247	20.50
DATA PROCESSING SERVICES	22,874,838	138.00	23,651,628	135.50	24,764,091	137.00
TELECOM SERVICES	1,986,447	8.00	2,273,491	8.00	1,798,461	8.00
PRINTING/GRAPHIC ARTS SRV	3,602,262	18.00	3,630,347	18.00	3,644,711	18.00
EMPLOYEE BENEFITS PROGRA	124,562,626	9.00	157,203,579	7.00	165,262,599	8.00
	290,678,268	974.98	337,657,645	981.63	349,652,562	993.45
County Assessor						
COUNTY ASSESSOR	16,089,781	229.00	16,898,902	229.00	17,825,068	229.00
	16,089,781	229.00	16,898,902	229.00	17,825,068	229.00
Other Agencies						
BOUNDARY REVIEW BOARD	250,077	2.00	232,106	2.00	256,827	2.00
INFORMATION RESOURCE MGN	3,725,777	8.50	1,377,579	6.00	1,918,041	7.00
SALARY & WAGE CONTINGENC'	9,849,000	0	3,600,000	0	2,943,000	0
EXECUTIVE CONTINGENCY	2,000,000	0	2,000,000	0	2,000,000	0
INTERNAL SUPPORT	7,191,906	0	8,454,282	0	5,230,934	0
CULTURAL DEVELOPMENT AUT	21,236,761	0	7,230,988	0	7,376,816	0
STATE AUDITOR	563,659	0	622,512	0	637,316	0
	44,817,180	10.50	23,517,467	8.00	20,362,934	9.00
General Government Grants						
GRANTS	10,955,849	0	25,287,291	2.00	15,107,235	2.00
	10,955,849	0	25,287,291	2.00	15,107,235	2.00
Total General Government	387,726,429	1,456.98	430,338,108	1,461.13	431,079,368	1,472.45

Emergency Management division of Executive Services is reported out under the Law, Safety, and Justice program plan area.